

AGENDA
SPECIAL COUNCIL MEETING
OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Wednesday April 23, 2025
In Longview Council Chambers at 6:00 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 2024 Village of Longview Audit Report and Audited Financial Statements.

4.0 Public Hearing Electronic Meeting Bylaw 478-25.

5.0 MDP update.

**6.0 CLOSED MEETING, Advice from Officials, FOIP section 24(1)(c), land
Development.**

7.0 ADJOURNMENT

VILLAGE OF LONGVIEW

Consolidated Financial Statements

Year Ended December 31, 2024

Draft for discussion purposes only

VILLAGE OF LONGVIEW
Index to Consolidated Financial Statements
Year Ended December 31, 2024

	Page
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	1
INDEPENDENT AUDITOR'S REPORT	2 - 3
CONSOLIDATED FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Changes in Accumulated Surplus	6
Consolidated Statement of Changes in Net Financial Assets	7
Consolidated Statement of Cash Flows	8
Consolidated Schedule of Changes in Accumulated Surplus <i>(Schedule 1)</i>	9
Consolidated Schedule of Tangible Capital Assets <i>(Schedule 2)</i>	10
Consolidated Schedule of Property and Other Taxes <i>(Schedule 3)</i>	11
Consolidated Government Transfers <i>(Schedule 4)</i>	12
Consolidated Schedule Of Expenses By Object <i>(Schedule 5)</i>	13
Consolidated Schedule Of Segmented Disclosure <i>(Schedule 6)</i>	14
Notes to Consolidated Financial Statements	15 - 23

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Village of Longview is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this Financial Report. Management believes that the consolidated financial statements present fairly the Village's financial position as of December 31, 2024 and the results of its operations for the year then ended

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The consolidated financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure the consolidated financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized, and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The Village council carries out its responsibilities for review of the consolidated financial statements principally through its Audit Committee. This committee meets regularly with management and external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Audit Committee with and without the presence of management. The Village council has approved the consolidated financial statements.

The consolidated financial statements have been audited by Acuity LLP, Chartered Professional Accountants, independent external auditors appointed by the Village. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's consolidated financial statements.

Mr. Roy Tutschek, CAO

Longview, AB
March 24, 2025

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Members of Council of Village of Longview

Opinion

We have audited the consolidated financial statements of Village of Longview (the Village), which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, changes in accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Village as at December 31, 2024, and the consolidated results of its operations, its consolidated changes in net assets and consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Village in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. Other information comprises the information, other than the financial statements and the auditor's report thereon, included in the "Annual Report."

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report therein, included in the "Annual Report," as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

(continues)

Independent Auditor's Report to the Mayor and Members of Council of Village of Longview *(continued)*

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

Nanton, Alberta
March 24, 2025

CHARTERED PROFESSIONAL ACCOUNTANTS

VILLAGE OF LONGVIEW
Consolidated Statement of Financial Position
December 31, 2024

FINANCIAL ASSETS

Cash <i>(Note 3)</i>	\$ 1,427,566	\$ 1,348,085
Taxes and grants in place of taxes receivable <i>(Note 4)</i>	43,347	72,239
Trade and other receivables <i>(Note 4)</i>	637,111	642,848
	2,108,024	2,063,172

LIABILITIES

Accounts payable and accrued liabilities	89,146	80,680
Deferred revenue <i>(Note 5)</i>	39,351	137,131
Long term debt <i>(Note 7)</i>	437,536	466,903
	566,033	684,714

NET FINANCIAL ASSETS

1,541,991 **1,378,458**

NON-FINANCIAL ASSETS

Prepaid expenses	9,934	6,852
Tangible capital assets <i>(Schedule 2)</i>	10,922,587	10,855,818
Intangible capital assets <i>(Note 9)</i>	120,270	125,997
	11,052,791	10,988,667

ACCUMULATED SURPLUS *(Note 11) (Schedule 1)*

\$ 12,594,782 **\$ 12,367,125**

CONTINGENT LIABILITY *(Note 15)*

Approved on behalf of Council:

Mayor

Chief Administrative Officer

VILLAGE OF LONGVIEW
Consolidated Statement of Operations
Year Ended December 31, 2024

	Budget <i>Unaudited</i>	2024	2023
REVENUES			
Net municipal property taxes (<i>Schedule 3</i>)	\$ 349,508	\$ 349,268	\$ 350,024
User fees and sale of goods	445,740	413,648	541,653
Government transfers for operating (<i>Schedule 4</i>)	45,732	40,158	43,110
Investment income	55,000	66,590	54,718
Penalties and cost of taxes	15,200	16,278	7,370
Licenses and permits	112,100	10,425	7,095
Other	6,458	16,304	4,917
	1,029,738	912,671	1,008,887
EXPENSES			
General government			
Council and other legislative	25,350	20,486	20,687
General administration	305,738	309,066	284,124
Protective services			
Police	7,000	6,803	57,226
Fire	10,000	9,041	9,472
Transportation			
Roads, streets, walks and lighting	121,100	176,373	167,826
Planning and development			
Land use planning, zoning and development	60,325	21,317	9,889
Public health and welfare			
Family and community support	13,732	15,590	15,014
Recreation and culture			
Parks and recreation	45,233	94,731	94,135
Libraries, museums, and halls	22,585	30,889	25,019
Environmental use and protection			
Water supply and distribution	173,400	230,669	274,576
Wastewater treatment and disposal	65,800	184,433	198,445
Waste management	8,500	8,068	7,503
	858,763	1,107,466	1,163,916
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE CAPITAL REVENUE	170,975	(194,795)	(155,029)
CAPITAL REVENUE			
Government transfers for capital (<i>Schedule 4</i>)	421,000	422,452	205,502
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	\$ 591,975	\$ 227,657	\$ 50,473

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Statement of Changes in Accumulated Surplus
Year Ended December 31, 2024

	Budget <i>Unaudited</i>	2024	2023
ACCUMULATED OPERATING SURPLUS - BEGINNING OF YEAR	\$ 12,367,125	\$ 12,367,125	\$ 12,316,652
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	591,975	227,657	50,473
ACCUMULATED OPERATING SURPLUS - END OF YEAR	\$ 12,959,100	\$ 12,594,782	\$ 12,367,125

Draft for discussion purposes only

VILLAGE OF LONGVIEW
Consolidated Statement of Changes in Net Financial Assets
Year Ended December 31, 2024

	Budget <i>Unaudited</i>	2024	2023
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	\$ 591,975	\$ 227,657	\$ 50,473
Acquisition of tangible capital assets	(476,000)	(422,452)	(22,790)
Proceeds on disposal of tangible capital assets	-	-	-
Amortization of tangible capital assets	-	355,683	348,006
Amortization of intangible capital assets	-	5,727	6,706
Decrease (increase) in prepaid expenses	-	(3,082)	(462)
	(476,000)	(64,124)	331,460
INCREASE IN NET FINANCIAL ASSETS	115,975	163,533	381,933
NET FINANCIAL ASSETS - BEGINNING OF YEAR	-	1,378,458	996,525
NET FINANCIAL ASSETS - END OF YEAR	\$ 115,975	\$ 1,541,991	\$ 1,378,458

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Statement of Cash Flows
Year Ended December 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Annual surplus	\$ 227,657	\$ 50,473
Items not affecting cash:		
Amortization of tangible capital assets	355,683	348,006
Amortization of intangible capital assets	5,727	6,706
	589,067	405,185
Changes in non-cash working capital:		
Taxes and grants in place of taxes receivable	28,892	(22,965)
Trade and other receivables	5,737	91,322
Accounts payable and accrued liabilities	8,467	(11,323)
Deferred revenue	(97,780)	11,109
Prepaid expenses	(3,082)	(463)
	(57,766)	67,680
Cash flow from operating activities	531,301	472,865
INVESTING ACTIVITIES		
Acquisition of tangible capital assets	(422,452)	(22,790)
Decrease (Increase) in restricted cash	97,780	(11,109)
Cash flow used by investing activities	(324,672)	(33,899)
FINANCING ACTIVITY		
Repayment of long term debt	(29,368)	(28,216)
INCREASE IN CASH FLOW	177,261	410,750
Cash - beginning of year	1,210,954	800,204
CASH - END OF YEAR (Note 3)	\$ 1,388,215	\$ 1,210,954
CASH CONSISTS OF:		
Cash	\$ 1,427,566	\$ 1,348,085
Less restricted portion of cash	(39,351)	(137,131)
	\$ 1,388,215	\$ 1,210,954

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Schedule of Changes in Accumulated Surplus (Schedule 1)
Year Ended December 31, 2024

	Unrestricted Surplus	Restricted Reserves	Equity in Tangible Capital Assets	Total Accumulated Surplus
BALANCE, BEGINNING OF YEAR	\$ 1,293,644	\$ 684,566	\$ 10,388,915	\$ 12,367,125
Excess (shortfall) of revenue over expenses	227,657	-	-	227,657
Unrestricted funds designated for future use	(143,475)	143,475	-	-
Restricted funds used for operations	2,000	(2,000)	-	-
Current year funds used for tangible capital assets	(422,452)	-	422,452	-
	-	-	-	-
Annual amortization expense	355,683	-	(355,683)	-
Long term debt related to tangible capital assets repaid	(29,368)	-	29,368	-
Change in accumulated operating surplus	(9,955)	141,475	96,137	227,657
BALANCE, END OF YEAR	\$ 1,283,689	\$ 826,041	\$ 10,485,052	\$ 12,594,782

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Schedule of Tangible Capital Assets (Schedule 2)
Year Ended December 31, 2024

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2024	2023
COST								
Balance, beginning of year	\$ 826,895	\$ 539,335	\$ 1,965,688	\$ 13,235,077	\$ 289,931	\$ 67,568	\$ 16,924,494	\$ 16,901,704
Acquisition of tangible capital assets	-	-	-	422,452	-	-	422,452	22,790
Disposal of tangible capital assets	-	-	-	-	-	-	-	-
Balance, end of year	\$ 826,895	\$ 539,335	\$ 1,965,688	\$ 13,657,529	\$ 289,931	\$ 67,568	\$ 17,346,946	\$ 16,924,494
ACCUMULATED AMORTIZATION								
Balance, beginning of year	\$ -	\$ 413,463	\$ 839,249	\$ 4,652,243	\$ 131,853	\$ 31,868	\$ 6,068,676	\$ 5,720,670
Annual amortization	-	23,074	39,314	275,961	13,134	4,200	355,683	348,006
Accumulated amortization on disposals	-	-	-	-	-	-	-	-
Balance, end of year	-	436,537	878,563	4,928,204	144,987	36,068	6,424,359	6,068,676
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS								
	\$ 826,895	\$ 102,798	\$ 1,087,125	\$ 8,729,325	\$ 144,944	\$ 31,500	\$ 10,922,587	\$ 10,855,818
2023 Net Book Value of Tangible Capital Assets	\$ 826,895	\$ 125,872	\$ 1,126,439	\$ 8,582,834	\$ 158,078	\$ 35,700	\$ 10,855,818	\$ -

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Schedule of Property and Other Taxes (Schedule 3)
Year Ended December 31, 2024

	Budget	2024	2023
MUNICIPAL PROPERTY TAXES (before requisitions)			
Real property taxes	\$ 532,671	\$ 529,315	\$ 500,121
Linear property taxes	26,425	29,541	28,194
	559,096	558,856	528,315
REQUISITIONS			
Alberta School Foundation Fund	(177,580)	(177,580)	(153,998)
Senior's Foundation	(6,852)	(6,852)	(6,389)
Separate Education Board	(4,170)	(4,170)	(3,713)
Ambulance and Emergency	(20,986)	(20,986)	(14,191)
	(209,588)	(209,588)	(178,291)
NET MUNICIPAL PROPERTY TAXES	\$ 349,508	\$ 349,268	\$ 350,024

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Government Transfers (Schedule 4)
Year Ended December 31, 2024

	Budget	2024	2023
TRANSFERS FOR OPERATING			
Provincial government	\$ 45,732	\$ 40,158	\$ 43,110
TRANSFERS FOR CAPITAL			
Provincial government	421,000	422,452	205,502
TOTAL GOVERNMENT TRANSFERS	\$ 466,732	\$ 462,610	\$ 248,612

Draft for discussion purposes only

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Consolidated Schedule Of Expenses By Object (Schedule 5)
Year Ended December 31, 2024

	Budget	2024	2023
CONSOLIDATED EXPENSES BY OBJECT			
Salaries, wages and benefits	\$ 300,373	\$ 294,846	\$ 281,121
Contracted and general services	255,262	217,787	289,811
Materials, goods and utilities	260,825	191,736	193,950
Transfers to local boards and agencies	17,028	16,140	17,079
Bank charges and short-term interest	3,000	3,131	4,375
Interest on long term debt	18,600	18,583	19,735
Amortization of tangible capital assets	-	355,683	348,006
Amortization of intangible capital assets	-	5,727	6,706
Other	3,675	3,833	3,133
	\$ 858,763	\$ 1,107,466	\$ 1,163,916

Draft for discussion purposes only

VILLAGE OF LONGVIEW
Consolidated Schedule Of Segmented Disclosure (Schedule 6)
Year Ended December 31, 2024

	General Government	Protective Services	Transportation	Planning and Development	Public Health and Welfare	Recreation and Culture	Environmental Use and Protection	2024
REVENUES								
Net municipal taxes	\$ 349,268	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 349,268
Operating government transfers	31,970	-	-	-	8,188	-	-	40,158
User fees and sale of goods	100,157	8,067	68,581	4,744	-	54,207	177,892	413,648
Investment income	66,590	-	-	-	-	-	-	66,590
Penalties and cost of taxes	14,286	-	-	-	-	-	1,992	16,278
Licenses and permits	3,445	6,980	-	-	-	-	-	10,425
Other	146	-	-	-	2,658	13,500	-	16,304
	565,862	15,047	68,581	4,744	10,846	67,707	179,884	912,671
EXPENSES								
Salaries, wages and benefits	204,121	-	65,579	-	-	25,146	-	294,846
Contracted and general services	72,637	15,844	780	12,085	5,352	7,650	103,439	217,787
Materials, goods and utilities	38,316	-	39,882	9,232	-	40,395	63,910	191,735
Transfers to local boards and agencies	-	-	-	-	7,780	8,360	-	16,140
Bank charges and short term interest	3,131	-	-	-	-	-	-	3,131
Interest on long term debt	-	-	-	-	-	-	18,583	18,583
Amortization of tangible capital assets	9,974	-	64,405	-	-	44,068	237,237	355,684
Amortization of intangible capital assets	-	-	5,727	-	-	-	-	5,727
Other	1,375	-	-	-	2,458	-	-	3,833
	329,554	15,844	176,373	21,317	15,590	125,619	423,169	1,107,466
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE CAPITAL REVENUE	236,308	(797)	(107,792)	(16,573)	(4,744)	(57,912)	(243,285)	(194,795)
CAPITAL REVENUE								
Government transfers for capital	-	-	168,981	-	-	-	253,471	422,452
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	\$ 236,308	\$ (797)	\$ 61,189	\$ (16,573)	\$ (4,744)	\$ (57,912)	\$ 10,186	\$ 227,657

The accompanying notes are an integral part of these financial statements.

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

1. PURPOSE OF THE VILLAGE

The Village of Longview (the Village) is a municipality in the Province of Alberta and operates under the provisions of the Municipal Government Act, R.S.A., 2000, c. M-26, as amended (MGA).

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The consolidated financial statements of the Village (hereafter referred to as the "financial statements") are the representations of management and are prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board and as published by the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Village follow below:

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Village and are, therefore, accountable to the Village council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity. The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed or goods have yet to be provided.

Revenue is recognized in the period when the related expenses are incurred, services performed/goods provided, or the tangible capital assets are acquired.

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from these estimates.

(continues)

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

2. SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Valuation of financial assets and liabilities

The Village's financial assets and liabilities are measured as follows:

Financial statement component	Measurement
• Cash	Cost and amortized cost
• Accounts receivables	Lower of cost or net recoverable value
• Accounts payable and accrued liabilities	Cost
• Deferred revenue	Cost
• Long term debt	Amortized cost

Deferred revenues

Deferred revenues represent government transfers, donations, and other amounts which have been collected, but for which the related services have yet to be performed or agreement stipulations have not been met. These amounts will be recognized as revenues when revenue recognition criteria have been met. Interest earned on deferred revenues, reserves, and offsite levies are calculated using an average investment earnings monthly.

Long term debt

Long term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long term debt is subsequently measured at amortized cost.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the consolidated change in net financial assets for the year.

Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development, or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	15-25 years
Engineered structures	
Roadway system	5-40 years
Water system	45-75 years
Wastewater system	45-75 years
Buildings	25-50 years
Machinery and equipment	5-40 years
Vehicles	10-25 years

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are recorded as revenue.

(continues)

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

2. SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Intangible capital assets

Intangible capital assets are recorded at cost and amortized on a straight-line basis over the estimated useful life as follows:

Solar panel project research	25 years
Solar panel project - environmental and wildlife studies	2 years

Contaminated sites liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when the town is either directly responsible or accepts responsibility and is management's estimate of the cost of post-remediation including operation, maintenance, and monitoring.

Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Revenue recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the town has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

Tax revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred. Requisitions operate as a flow through and are excluded from municipal revenue.

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

3. CASH

	2024	2023
Cash	\$ 1,427,566	\$ 1,348,085

Cash includes \$39,351 (2023 - \$137,131) of government grants and donations that are restricted in their use and are to be utilized as funding for the operating or capital projects described in Note 5. Since the projects have not been completed for which the funding has been received, these funds are not available for general use by the Village.

4. ACCOUNTS RECEIVABLE

	2024	2023
Taxes and grants in place of taxes		
Current taxes and grants in place of taxes receivable	\$ 40,360	\$ 60,425
Arrears	2,987	11,814
	\$ 43,347	\$ 72,239
Trade and other receivables		
Local improvement levy receivable	\$ 547,396	\$ 595,349
Utilities receivable	26,869	27,578
Goods and services tax receivable	35,080	7,337
Trade receivable	27,591	6,837
Fines receivable	175	5,747
	\$ 637,111	\$ 642,848

In 2011, the Village underwent a lagoon improvement that was funded by the debenture disclosed in Note 7. The Village implemented a local improvement levy and an improvement levy receivable was recognized at that time. The Village collects \$47,952 annually from land owners to be applied against this receivable.

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

5. DEFERRED REVENUE

	Balance, beginning of year	Received	Recognized	Balance, end of year
Farm Credit Canada	\$ -	\$ 25,000	\$ -	\$ 25,000
Deposits held	6,000	2,000	1,000	7,000
Memorial Garden	6,520	-	1,957	4,563
Family and Community Support Services	1,487	-	-	1,487
Canada Community Building Fund	1,301	-	-	1,301
Municipal Sustainability Initiative - Capital	115,061	280,100	395,161	-
Longview Light-up	6,762	-	6,762	-
	\$ 137,131	\$ 307,100	\$ 404,880	\$ 39,351

Deferred revenue is comprised of the funds noted above, the use of which, together with any earnings thereon, is restricted by agreement. These funds are recognized as revenue in the period they are used for the purpose specified.

Farm Credit Canada

The Village received a grant from Farm Credit Canada that is restricted to eligible renovation expenditures. The related project will begin in 2025.

Municipal Sustainability Initiative

The Municipal Sustainability Initiative is restricted to eligible capital projects, as approved under the funding agreement. The project was completed in 2024.

6. CONTAMINATED SITES LIABILITY

The Village did not identify any financial liabilities in 2024 (2023 – nil) as a result of contaminated sites.

7. LONG TERM DEBT

	2024	2023
Tax supported debenture	\$ 437,536	\$ 466,903
Less current portion of long term debt	(30,600)	(29,370)
	\$ 406,936	\$ 437,533

Debenture debt is repayable to the Alberta Capital Finance Authority and bears interest at 4.043% per annum and matures in 2036. Debenture debt is issued on the credit and security of the Village at large.

Interest on long term debt amounted to \$18,583 (2023 - \$19,735). The Village's total cash payments for interest in 2024 were also \$18,583 (2023 - \$19,735) as there was no accrued interest payable recorded.

(continues)

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

7. LONG TERM DEBT (continued)

Principal and interest repayments are as follows:

	Principal	Interest	Total
2025	\$ 30,600	\$ 17,351	\$ 47,951
2026	31,800	16,151	47,951
2027	33,100	14,851	47,951
2028	34,500	13,451	47,951
2029	35,900	12,051	47,951
Thereafter	<u>271,636</u>	<u>58,627</u>	<u>330,263</u>
	<u>\$ 437,536</u>	<u>\$ 132,482</u>	<u>\$ 570,018</u>

8. DEBT LIMITS AND DEBT SERVICING LIMIT

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Village are to be disclosed as follows:

	2024	2023
<u>Debt limit</u>		
Total debt limit	\$ 1,369,007	\$ 1,513,331
Total long term debt	(437,536)	(466,903)
Amount of debt limit unused	\$ 931,471	\$ 1,046,428
<u>Debt servicing limit</u>		
Debt servicing limit	\$ 228,168	\$ 252,222
Debt servicing	(47,951)	(47,951)
Amount of debt servicing limit unused	\$ 180,217	\$ 204,271

The debt limit is calculated at 1.5 times revenue of the Village excluding transfers from the governments of Alberta and Canada for the purposes of capital property (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs.

These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

Total debt includes long-term debt less debt charges recoverable. Debt servicing includes principal and interest payments due on long-term debt in the 12 months subsequent to year-end less amounts that are recoverable.

9. INTANGIBLE CAPITAL ASSETS

	2024	2023
Intangible capital asset - Solar panel project	\$ 158,179	\$ 158,179
Accumulated amortization - intangible capital assets	(37,909)	(32,182)
	<u>\$ 120,270</u>	<u>\$ 125,997</u>

Intangible capital assets are comprised of research and development costs related to the Village's solar panel project. During the year, amortization of \$5,727 (2023 - \$6,706) was recorded.

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

10. EQUITY IN TANGIBLE CAPITAL ASSETS

	2024	2023
Tangible capital assets <i>(Schedule 2)</i>	\$ 17,346,946	\$ 16,924,494
Accumulated amortization <i>(Schedule 2)</i>	(6,424,359)	(6,068,676)
Long term debt <i>(Note 7)</i>	(437,536)	(466,903)
	\$ 10,485,051	\$ 10,388,915

11. ACCUMULATED OPERATING SURPLUS

Accumulated operating surplus consists of internally restricted and unrestricted amounts and equity in tangible capital assets.

	2024	2023
Unrestricted surplus <i>(Schedule 1)</i>	\$ 1,283,689	\$ 1,293,644
Internally restricted surplus (reserves)		
General Operating Reserves	31,351	26,351
Public Works Operating Reserves	95,485	85,485
Water/Wastewater Reserve	552,989	512,989
Planning and Development Reserve	82,475	-
Hall Reserve	63,741	59,741
Total reserves <i>(Schedule 1)</i>	826,041	684,566
Equity in tangible capital assets <i>(Schedule 1) (Note 10)</i>	10,485,051	10,388,915
	\$ 12,594,781	\$ 12,367,125

12. SEGMENTED DISCLOSURE

The Village provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 2.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

General government includes council and other legislative, and general administration. Protective services include bylaw enforcement, police, and fire. Transportation includes roads, streets, walks and lighting. Planning and development includes land use planning, zoning and subdivision land and development. Public health and welfare includes family and community support. Recreation and culture include parks and recreation, libraries, museums and halls. Environmental use and protection include water supply and distribution, wastewater treatment and disposal, and waste management.

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

13. TRUST FUNDS

The Village administers the following trust:

	2024	2023
<u>Recreation Board</u>		
Balance, beginning of year	\$ 34,925	\$ 33,868
Net funds received from (spent by) the board	(4,128)	1,057
Balance, end of year	\$ 30,797	\$ 34,925

These funds are excluded from the Village's cash position and all transactions related to the trust are excluded from the operations of the Village as disclosed in the accompanying financial statements.

14. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Benefits & Allowances (2)	2024	2023
				<i>Total</i>
Councillors				
Mayor L. Penner	\$ 3,920	\$ -	\$ 3,920	\$ 3,645
Deputy Mayor R. Klassen	4,710	-	4,710	4,305
Councillor A. Lyons	4,020	-	4,020	3,585
Chief Administrative Officer				
CAO R. Tutschek	79,741	-	79,741	76,776
	\$ 92,391	\$ -	\$ 92,391	\$ 88,311

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria, and any other direct cash remuneration.
2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability, and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

15. CONTINGENT LIABILITY

The Village is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Village could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

VILLAGE OF LONGVIEW
Notes to Consolidated Financial Statements
Year Ended December 31, 2024

16. FINANCIAL INSTRUMENTS

The Village's financial instruments consist of cash and cash equivalents, investments, accounts receivable, accounts payable and accrued liabilities, deposit liabilities, and long-term debt. It is management's opinion that the Village is not exposed to significant interest or currency risks arising from these financial instruments. Tax receivables and requisition over/under-levy are compulsory in nature, rather than contractual, however, the Village manages risk exposure on these items similar to other receivables and payables.

The Village is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Village provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

17. BUDGET PRESENTATION

Council for the Village annually approves its operating and capital budgets. The budget figures presented in the financial statements are for information purposes only and have not been audited, reviewed or otherwise verified.

The approved budget contains reserve transfers, tangible capital asset additions, and principal repayments on long term debt. These items are not included in the budget figures presented in the financial statements.

2024

Reconciliation of budget amounts

Excess (shortfall) of revenues over expenses per financial statements	\$ 591,975
Capital budget items	
Tangible capital asset additions	(476,000)
Transfer to reserves from operations	(143,475)
Transfers from reserves for operations	2,000
Transfer from reserves for capital	55,000
Budgeted principal repayment on long term debt	(29,500)

Balanced budget	\$ -
-----------------	------

The budget was approved by council on June 25, 2024.

18. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

Village of Longview

Planning and Development Public Hearing Electronic Meeting Bylaw No. 478-25

A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE TO PROVIDE COUNCIL, CHIEF ADMINISTRATIVE OFFICER, STAFF, DELEGATIONS AND THE PUBLIC TO ATTEND PUBLIC HEARINGS FOR PLANNING AND DEVELOPMENT MATTERS BY ELECTRONIC MEANS.

WHEREAS, pursuant to Section 199(2) of the *Municipal Government Act, R.S.A. 2000, Chapter M26* (hereinafter called the "*Act*") as amended, a council must by bylaw provide for public hearings under Part 17 to be conducted with electronic participation options.

NOW THEREFORE, the Council of the Village of Longview duly assembled, hereby enacts as follows:

1. This bylaw shall be cited as the "Planning and Development Public Hearing Electronic Meeting Bylaw No. 478-25".
2. A Public Hearing for a planning and development matter under Part 17 of the Act shall include electronic options for public participation, including the use of telephone and/or online options.
3. A member of Council, Administration, or Village service provider may attend a Public Hearing for a planning and development matter through an electronic option.
4. A Council member attending a Public Hearing for a planning and development matter via electronic option is deemed to be present at the meeting for whatever period of time the connection via electronic option remains active.
5. The Mayor, Deputy Mayor, or Presiding Officer shall announce to those in attendance at the Public Hearing for a planning and development matter if a Council member is attending the meeting by means of electronic option.
6. Electronic attendance options for Public Hearings for a planning and development matter shall be included in the corresponding public hearing notice, shall be prominently posted on the Village website, and shall be prominently displayed at the Village office.
7. Any audio or video recordings of the public hearing shall not be permitted unless explicitly approved by the Council at that Public Hearing meeting.
8. If any provision of the bylaw is deemed invalid, then such provision shall be severed, and the remaining bylaw shall be maintained.

9. This bylaw comes into force and effect upon the date of third reading and being signed.

Read a first time this 23rd day April of 2025.

Read a second time this 23rd day of April 2025.

Read a third time this 23rd day of April 2025.

Mayor

Chief Administrative Officer



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	April 21, 2025	Agenda Item #: 6.0
Title:	MDP Update	
Submitted by:	Roy Tutschek, CAO	

Recommendation:	MOVED by _____ that _____.	
Alternatives:	2. Defeat above motion.	
	3. That discussion be tabled _____ <i>(for further information or future date)</i> .	

Background:	It has been further clarified that October 2022 MDP 3 readings did include all amendments from the 2022 Public Hearing. To clear up MDP we should rescind Dec 17, 2024 MDP and Oct 2022 amended MDP will be the official version.
--------------------	---

Implications:	
<i>Policy, Statutory</i>	
<i>Plans, Legislative:</i>	
<i>Financial:</i>	N/A

Communications:	Council Agendas
------------------------	-----------------

Attachments:	Is the documentation severed by FOIP: NO
1.	none



VILLAGE OF LONGVIEW
MUNICIPAL DEVELOPMENT
PLAN
2022

Approved by Council 2022

TABLE OF CONTENTS

PAGE

PART A..... 5

1.0 MUNICIPAL DEVELOPMENT PLAN..... 6

 1.1 BACKGROUND..... 6

 1.2 PUBLIC INPUT AND INVOLVEMENT 6

 1.3 FUNCTION OF THE MUNICIPAL DEVELOPMENT PLAN 7

 1.4 GUIDE TO THE PLAN 7

2.0 SETTING 8

 2.1 POPULATION DEVELOPMENT..... 8

PART B..... 9

3.0 GOALS AND OBJECTIVES 10

 3.1 GENERAL..... 10

 3.2 GOALS AND OBJECTIVES FOR THE VILLAGE OF LONGVIEW ("THE VILLAGE")..... 10

4.0 RESIDENTS OF LONGVIEW..... 11

5.0 GOVERNMENT 11

 5.1 GENERAL..... 11

6.0 NATURAL ENVIRONMENT 12

 6.1 GENERAL..... 12

7.0 TRANSPORTATION AND UTILITIES..... 12

 7.1 GENERAL..... 12

8.0 SERVICES..... 14

 8.1 EMERGENCY SERVICES 14

 8.2 COMMUNITY SERVICES 14

9.0 SUBDIVISION AND DEVELOPMENT 15

 9.1 GENERAL..... 15

PART C..... 19

10.0 RECREATION AND TOURISM..... 20

 10.1 GENERAL 20

11.0 INDUSTRIAL SECTOR..... 20

 11.1 GENERAL 20

PART D..... 22

 12.0 RELATIONSHIP TO THE FOOTHILLS COUNTY NO. 31..... 23

 12.1 GENERAL 23

 12.2 INTER-MUNICIPAL DEVELOPMENT PLAN 23

PART E 24

 13.0 LAND USE DISTRICTS..... 25

 13.1 RE RESIDENTIAL – SINGLE DETACHED ESTATE..... 25

 13.2 R1 RESIDENTIAL – SINGLE DETACHED 25

 13.3 RR1 RESIDENTIAL – RESTRICTED RESIDENTIAL 25

 13.4 R-MF RESIDENTIAL – MULTI-FAMILY 25

 13.5 R-MHP RESIDENTIAL – MANUFACTURED HOME PARK 25

 13.6 CB – CENTRAL BUSINESS..... 25

 13.7 CBR – CENTRAL BUSINESS RESTRICTED 25

 13.8 G-1 - GENERAL INDUSTRIAL 26

 13.9 P - PUBLIC-QUASI PUBLIC..... 26

 13.10 UR - URBAN RESERVE..... 26

PART F 27

 14.0 FUTURE USE FOR ANNEXATION LAND 28

 14.1 WEST SIDE LAGOON LAND..... 28

 14.2 WEST SIDE TRAILER PARK LAND 28

 14.3 NORTH & EAST SIDE LAND 28

PART G..... 29

 15.0 FUTURE USE FOR COMMERCIAL & INDUSTRIAL 30

 15.1 SOUTH OF KEY DRIVE 30

 15.2 NORTHSIDE OF KEY DRIVE 30

APPENDIX 1 31

STORM WATER SYSTEM MAP 32

WATER SYSTEM MAP 33

APPENDIX 2 34

 LAND USE DISTRICT MAP 34

APPENDIX 3 35

 WEST SIDE ANNEXATION MAP 35

 EAST SIDE ANNEXATION **MAP** 36

Council Approval 37

PART A

MUNICIPAL DEVELOPMENT PLAN

- Background
- Public Input and Involvement
- Function of the Municipal Development Plan
- Guide to the Plan
- Setting
- Population Development

1.0 MUNICIPAL DEVELOPMENT PLAN

1.1 BACKGROUND

In 1995, the Province of Alberta replaced the Alberta Planning Act with the Municipal Government Act, 1995. Under this new Act, municipalities under the population of 3500 may develop a Municipal Development Plan (MDP). It was decided by the Village Council to develop such a Plan based on the development potential and strategic location of the Village. A grant was received from the Province for the development of the Municipal Development Plan.

The MDP establishes policies that will guide municipal decision-making when dealing with land-use, development, growth patterns, infrastructure, economic and environmental **issues** within the Village of Longview.

The preparation of the MDP was guided by the Municipal Government Act, which contains the legislative framework to establish a Municipal Development Plan.

In particular, attention was paid to Section 632(3)(a) of the Act. This Part, entitled "A Municipal Development Plan", outlines the policies that "must" be included in the MDP and policies that "may" be included. Generally, the MDP must make provisions for future land use, future growth patterns, municipal services and infrastructure dealing with adjacent municipalities. The MDP must also contain land use policies for lands adjacent to sour gas facilities and for municipal and school reserves. The policies that "may" be included generally address issues of coordinating municipal programs relating to financial and physical resources, including social and economic development.

In 2020, the province changed the MGA and required all municipalities to have a Municipal Development Plan. The Village used the previous version of the MDP to satisfy the requirement of the Statutory plan. With discussion and the initiation of an annexation it was decided to update the MDP to include these future lands.

1.2 PUBLIC INPUT AND INVOLVEMENT

The Municipal Development Plan finished in 2003 was used as a base to update the MDP. A formal public hearing was held prior to the MDP being adopted by bylaw. The MDP has been organized to be as user friendly as possible.

1.3 FUNCTION OF THE MUNICIPAL DEVELOPMENT PLAN

The purpose of this MDP is to provide guidelines and policy direction for the future growth and development of the Village of Longview. The MDP is used in conjunction with the inter-municipal Development Plan (IDP), the Land Use Bylaw and other documents adopted by Council for the planning and management of land use. In this system, the MDP stipulates the general direction of future development and provides land use policies regarding development, while the Land Use Bylaw regulates or controls development and land use on a specific basis. It should be recognized, however, that the MDP also presents goals, objectives and policies that affect areas other than land use or land development. As such, it serves as the principal long-range planning tool for the Village.

The MDP and the Land Use Bylaw fit into the larger hierarchy of statutory planning documents under The Municipal Government Act. The main planning document at the municipal level is the Municipal Development Plan. Policies within the MDP provide direction for preparation of Land Use Bylaws (LUB), Inter-Municipal Development Plans (IDP), Area Structure Plans (ASP) and Area Redevelopment Plans (ARP).

1.4 GUIDE TO THE PLAN

This Plan has been divided into **seven** separate Parts with numbered Sections and Policies. The Parts are arranged in a hierarchy, in which each subsequent Part must conform to the applicable policies relevant to the prior Parts. For instance, a person must first apply their project to the policies in the Land Use Districts found in Part E. Depending on the project, policies found in Part A, B, C and D would then also be applied. The italicized font throughout the document represents further clarification of the policies and are intended to be read as part of the policy. Furthermore, the appendices section of the Plan contains all relevant mapping and glossary information.

The policies contained in the various Parts of this Plan are not to be read or interpreted in isolation. Depending upon the situation, policies from all applicable Parts in the document will apply.

2.0 SETTING

The Village of Longview is situated in the foothills region of the Rocky Mountains in southwestern Alberta. Agriculture, oil and gas, and tourism are the mainstays of the economy. The area lies along Highway 22 officially known as the Cowboy Trail. Good road connections and proximity to the Rocky Mountains and Kananaskis Country have made Longview a regional tourist destination.

In recent years there has been slow but increasing pressure on the community for residential and commercial development.

2.1 POPULATION DEVELOPMENT

The Village of Longview population taken from the Statistics Canada census in 2016 shows the population to be 307. We know through growth the population at the time of writing this report is approximately 330.

Residential construction in the last couple of years has increased the population at an increasing rate with promise for the future. This construction has created a need for **more** developed lots.

PART B

GOALS AND OBJECTIVES

- General
- Goals and Objectives for the Village of Longview

RESIDENTS OF LONGVIEW

GOVERNMENT

- General

NATURAL ENVIRONMENT

- General

TRANSPORTATION AND UTILITIES

- General

SERVICES

- Emergency Services
- Community Services

SUBDIVISION AND DEVELOPMENT

- General

3.0 GOALS AND OBJECTIVES

3.1 GENERAL

The Village of Longview must deal with a broad range of interests such as environmental protection and tourism, recreational, residential, commercial and light industrial development.

To assist with decision-making within the Village as a whole, a set of goals and objectives have been adopted by Council, to establish the general direction for the future development in the Village of Longview.

3.2 GOALS AND OBJECTIVES FOR THE VILLAGE OF LONGVIEW ("THE VILLAGE")

- 1) To address the needs and aspirations of the residents of the Village through public participation and to keep them involved in the planning and decision-making process.
- 2) To make public facility and service expenditure decisions based on maintaining a sound long-term financial position for the Village.
- 3) To maintain an attractive social and physical environment for people living and working in the Village.
- 4) To strike an appropriate balance in the Village amongst agriculture, industry, tourism, development and the natural environment.
- 5) To ensure that the growth and development of the municipal facilities and support services are efficient and adequate to support the population and business growth in the Village.
- 6) To cooperate with our neighbour the Foothills County and other governments; municipal, provincial and federal to ensure that a coordinated approach is used in developing and protecting the Village.
- 7) To coordinate land use planning in the urban fringe areas to reduce the potential for urban-rural conflicts.
- 8) To provide and maintain cost effective services and infrastructure necessary to the Village.
- 9) To ensure that transportation routes within the Village are developed and maintained in an efficient, effective and safe manner.
- 10) To encourage the growth in light industrial and the commercial sectors and thereby strengthening the local economy, broadening employment opportunities and providing goods and services to the community.

4.0 RESIDENTS OF LONGVIEW

- 4.1 The overall sentiments of the residents of the Village should be recognized and their concerns met whenever possible.
- 4.2 Residents will be encouraged to participate in municipal decisions regarding subdivision and development proposals through their attendance at public hearings, committee meetings and written submissions.

5.0 GOVERNMENT

5.1 GENERAL

- 5.1.1 Cooperation with Federal, Provincial and other municipal governments is necessary to ensure that a cooperative approach is used in developing or protecting the Village of Longview.
- 5.1.2 Council will require an annual financial review and management plan, forecasting three years in advance, that identifies specific projects in:
 - i) transportation and utilities;
 - ii) emergency services;
 - iii) recreation and tourism; and
 - iv) other needs as identified by Council.

Council **will establish** reserve funds and allocate money to those funds as part of its budgeting process, for those projects identified in its annual financial review.

- 5.1.3 No budget will be adopted in which annual expenditures exceed annual revenues. However, in the event that the Village does make expenditures due to emergencies or unforeseen circumstances, any resulting deficit will be incorporated and be made up in the following years budget.
- 5.1.4 Council may draw upon its general capital reserve to pay for major capital projects such as roadway or sewer system upgrades, but only where that expenditure is amortized over a multi-year period and the fund subsequently repaid to the Village of Longview.

6.0 NATURAL ENVIRONMENT

6.1 GENERAL

- 6.1.1 The Village will endeavour to maintain a balance amongst residential, commercial and light industrial and any other land use development issues while preserving the natural beauty of the landscape and protecting wildlife, vegetation and landforms.
- 6.1.2 Any development adjacent to watercourses that has a possibility of contaminating or polluting water will not be allowed, unless adequate mitigating measures are taken to avoid contamination or pollution.
- 6.1.3 Any major development or subdivision that is located near a watercourse may require an environmental impact assessment prior to the consideration of a subdivision or a development.
- 6.1.3 **The alteration of a natural floodway, by raising the level of the land with fill, for the purpose of creating developable land for uses not normally compatible with the natural function of the floodplain is prohibited.**

This allows the Highwood River to function in a natural manner in times of high water and flooding.

- 6.1.4 The protection or stabilization of riverbanks through the use of methods acceptable to the Village of Longview, Alberta Environment and any other affected agency will be permitted.
- 6.1.5 The natural flood control properties on the 1:100 year flood plain, as outlined in the Highwood River Flood Risk Map will be maintained.

7.0 TRANSPORTATION AND UTILITIES

7.1 GENERAL

- 7.1.1 Transportation and utilities will be developed and maintained in an efficient manner by the Village.
- 7.1.2 Any population or business growth that occurs in Longview should be matched with an equal growth in facilities and support services,
- 7.1.3 All costs associated with the dedication of right-of ways, road construction and intersection improvements for roadways as required by the Village of Longview or Alberta Transportation relative to a

development will be borne by the developer in accordance with Council policy.

- 7.1.4 With respect to the subdivision and development of land, Council will give consideration to the preparation and adoption of appropriate mechanisms for the purposes of upgrading municipal roadways and utilities.

These mechanisms should be in place to upgrade existing infrastructure, as it may be overtaxed through subdivision or development in some instances.

- 7.1.5 Whenever appropriate, the Village of Longview will circulate development proposals to providers of utility services and transportation facilities for their information and evaluation.

- 7.1.6 The Village will strive to ensure that the transportation system is safe, efficient and suitable for the intended use.

- 7.1.7 To ensure proper access, all properties will have direct access onto a public roadway. However, where existing roadways are inadequate to serve a proposed development, the Village may allow access by easement.

- 7.1.8 Roadways providing access into development areas will be dedicated public roads **developed** to the Village of Longview standards.

- 7.1.9 The developer is required to enter into an agreement that specifies the responsibilities for the construction standards, maintenance and liability of any creation or reconstruction of roads, water and sewer system and any other infrastructure resulting from the proposed development as being borne by the developer. This agreement will hold until such a time as the new road, water and sewer system and any other infrastructure is accepted by the Village of Longview.

- 7.1.10 In new subdivisions sidewalks should be provided on at least one side of the roadway.

- 7.1.11 Decisions on utility right-of-way locations should be coordinated between the respective agencies and the Village.

Various utility companies maintain rights of way through the Village of Longview. While some of these are private firms, all provide public services.

- 7.1.12 Land that can be served by an existing sewer system should be reserved for uses requiring a sewer system.
- 7.1.13 Septic tank and septic fields, holding tanks and organic wastewater treatment systems will not be allowed within the corporate limits of the Village.
- 7.1.14 The Village of Longview will develop a waste management strategic plan to evaluate its future waste disposal needs, in terms of sewage, sanitary and solid waste, in accordance with the annual financial review and management plan as set out in policy 5.1.2 of this Municipal Development Plan.
- 7.1.15 The Village supports joint municipal initiatives to address the immediate and long-term waste disposal needs of the region.

8.0 SERVICES

8.1 EMERGENCY SERVICES

- 8.1.1 The Village of Longview will work with other communities on a regional basis or locally to provide emergency services.
- 8.1.2 The level of emergency services will be managed to be constant with the three-year financial review and management plan outlined in 5.1.2 of the MDP, to ensure adequate service at a reasonable cost.
- 8.1.3 Fire prevention and fire hazards should be monitored by Council on a regular basis, to determine the adequacy of the service and regulations and to determine potential problems.

8.2 COMMUNITY SERVICES

- 8.2.1 The Village of Longview will provide locally or regionally administration, water and sewer, roads, solid waste, fire, recreation and parks and tourism.

9.0 SUBDIVISION AND DEVELOPMENT

9.1 GENERAL

9.1.1 The policies in this plan will resolve possible land use conflicts that may arise among the multiple land uses and activities where possible. The Village of Longview must maintain a balance between human development and the natural environment.

9.1.2 Any future development should be aesthetically pleasing; in that its design does not conflict with developments that are currently in place, but blends in or increases the aesthetic appeal of the overall environment. Existing developments will be encouraged to maintain or increase their current aesthetic appeal.

9.1.3 The proponent of a privately initiated development requiring significant improvements to municipal infrastructure or services will be financially responsible for the following:

All to be done to municipal standards.

- i) All studies and testing required to justify that the proposed development is suitable on the subject land;
- ii) Any new road development or upgrades as a result of the development;
- iii) The installation, upgrade or expansion of either municipal water or sewer systems required by the development;
- iv) The connections of all access-ways (including, but not limited to, roads, lanes, pedestrian pathways and trails) and municipal infrastructure to the development from public property;
- v) Fees for the review and processing of the application;
- vi) Assessment and mitigation of social and economic factors.

9.1.4 Financial responsibility for any over-sizing of improvements for roadwork, water or sewer systems, municipal infrastructure or access ways will be determined by a development agreement between the developer and the Village of Longview in accordance with the Municipal Government Act.

9.1.5 The Village of Longview may require that a development proponent assess the impact of the proposed development on the natural environment and propose measures for mitigating or reducing such

impacts. Note that the Village of Longview, through its Council may deny some development in order to preserve the natural environment.

- 9.1.6 Visual quality controls may be considered to preserve scenic vistas and integrate development with the natural landscape.
- 9.1.7 Where applicable (see Part E) Land Use Districts, a western motif, at least on the front of buildings, will be encouraged.
- 9.1.8 At the time of subdivision, the full 10% of municipal and school reserve allowed by the Municipal Government Act may be dedicated. In making its decision on the allocation of that reserve dedication (either land, cash-in-lieu or deferment), the subdivision authority will take into account the following:
 - i) any agreement between the Village of Longview and a school division.
 - ii) recommendations from other agencies, particularly school divisions; and
 - iii) any guidance or policy regarding open spaces or recreational facilities adopted by Council.
- 9.1.9 At the time of subdivision, the subdivision authority will base its decision about environmental reserve on the following:
 - i) any recommendations from other agencies, in particular Alberta Environment; and
 - ii) any guidance or policy regarding environmental reserve that has been adopted by Council.
 - iii) The Municipal Government Act and regs.
- 9.1.10 In some instances, before subdivision or development of land is allowed, the Village of Longview may require that the proponent of the subdivision or development prepare an Area Structure Plan (ASP) at the expense of the proponent. The ASP will include the following:

An ASP is generally required for large parcels of land on which little or no development has taken place, this plan will provide direction for the Village of Longview to guide how subdivision and development of these lands might occur.

- i) site suitability;
- ii) environmental consideration and impact;
- iii) types of proposed uses;

- iv) density of population and intensity of use;
- v) impact of adjacent uses;
- vi) location of utilities;
- vii) water and sewer servicing;
- viii) fire protection;
- ix) internal road development;
- x) highway access;
- xi) development phasing; and
- xii) any other matters deemed necessary by Council.

9.1.11 To ensure uniform standards of development, municipal road standards established by the Village of Longview must be adhered to, particularly with regards to the following:

This list is not all inclusive and may be expanded to include other criteria deemed necessary by the Village of Longview.

- i) widths for roadway rights-of-way;
- ii) surface treatment for construction;
- iii) engineering standards;
- iv) intersection design;
- v) access to private properties;
- vi) signage;
- vii) line assignments in roadways; and
- viii) maintenance.

9.1.12 All developments will conform to applicable provincial and federal legislation. In particular:

- i) All developments must conform to its well and pipeline setback requirements as referred to in the Transportation and Utilities section of this document.

9.1.13 Development standards established by the Village of Longview with respect to conventional forms of development and subdivision will also apply to bare land condominiums, particularly with respect to water, sewer and roadway development.

In order to ensure that the Village of Longview is not burdened by the low standard of infrastructure if the condominium corporation ceases to exist, and Council comes under pressure to take on the responsibilities for that infrastructure, a common standard of construction throughout the community is necessary.

9.1.14 Bed and Breakfast facilities, as an accessory use within private residences, will be permitted as a home occupation, subject to the requirements of the local health unit and the Land Use Bylaw.

Bed and breakfast operations have become an alternative form of accommodation for travellers.

PART C

RECREATION AND TOURISM

- General

INDUSTRIAL SECTOR

- General

10.0 RECREATION AND TOURISM

10.1 GENERAL

- 10.1.1 The expansion of existing recreational developments and the development of new facilities will be considered.
- 10.1.2 The Village of Longview will support community-based tourism. Community-based tourism is defined as community facilities built and operated by community groups that serve the local community first but that might also serve visitors to the area.
- 10.1.3 The impact of recreation and tourism developments on the environment and on the Village should be limited.
- 10.1.4 Depending on the development's size or likely impact, the expansion of existing tourism or recreation facilities, or the development of new facilities, may require an Area Structure Plan (ASP) in accordance with the applicable policies of this plan.
- 10.1.5 Any recreational development should be of a scale and density where the impact of its proposed facilities, and the maximum amount of people that it can accommodate, can be effectively limited to the area designated for its development.
- 10.1.6 Development of an integrated trail and open space network throughout private and public developments will be encouraged.

11.0 INDUSTRIAL SECTOR

11.1 GENERAL

- 11.1.1 Development and continuation of resource extraction, processing industries and other industrial developments will be supported provided that such industries comply with applicable Provincial or Federal legislation.
- 11.1.2 Diversification and expansion of the industrial base will be supported while considering adjacent land uses and the natural environment.
- 11.1.3 New industrial developments, or expansion of existing facilities will require a plan assessing the impacts and providing mitigation measures regarding the following areas:

The plan must be to the Village of Longview 's satisfaction and comply with the applicable legislation at the time of development.

- i) transportation network;
- ii) residential, agricultural and recreational uses in the area;
- iii) environmental concerns, natural environment of the site and surrounding area; and
- iv) social and economic considerations.

11.1.4 A full Environmental Impact Assessment in accordance with Federal or Provincial requirements may be required.

11.1.5 Runoff from industrial sites will be controlled in accordance with existing Provincial legislation. The industry will conform to all Provincial air and water quality standards and guidelines.

This is to prevent contamination of any waterway or airway and to prevent a hazard to the Village.

PART D

RELATIONSHIP TO THE FOOTHILLS COUNTY NO. 31 AND OTHER JURISDICTIONS

- General
- Inter-municipal Development Plan

12.0 RELATIONSHIP TO THE FOOTHILLS COUNTY NO. 31

12.1 GENERAL

- 12.1.1 The exchange of information and cooperative decision- making on matters that affect the Village of Longview will be encouraged.
- 12.1.2 The Village of Longview will participate with other levels of government as required to facilitate development.

12.2 INTER-MUNICIPAL DEVELOPMENT PLAN

- 12.2.1 The Village of Longview and the Foothills County No. 31 has jointly developed a planning document called the Foothills County No. 31. Village of Longview, Inter-municipal Development Plan (See Appendix 2).
- 12.2.2 Planning issues that require input from the Foothills County No. 31 and the Village of Longview will refer to the jointly developed Inter-municipal Development Plan.

PART E

LAND USE DISTRICTS

- RE Residential – Single Detached Estate
- R1 Residential – Single Detached
- RR1 Residential – Restricted Residential
- R-MF Residential – Multi-Family
- R-MHP Residential – Manufactured Home Park
- CB – Central Business
- CBR – Central Business restricted
- G-1 - General Industrial
- P - Public-Quasi Public
- UR - Urban Reserve

13.0 LAND USE DISTRICTS

13.1 RE RESIDENTIAL – SINGLE DETACHED ESTATE

13.1.1 Development will be accommodated on large lots allowing for single-detached housing.

13.1.2 Other developments compatible with low density residential development may be allowed.

13.2 R1 RESIDENTIAL – SINGLE DETACHED

13.2.1 Development will accommodate residential development in the form of single-detached housing.

13.3 RR1 RESIDENTIAL – RESTRICTED RESIDENTIAL

13.3.1 Development will be accommodated. **Moderately** low-density residential development will be allowed.

13.4 R-MF RESIDENTIAL – MULTI-FAMILY

13.4.1 Development will accommodate semi-detached and duplex houses.

13.4.2 Other developments compatible with low density residential development will be allowed.

13.5 R-MHP RESIDENTIAL – MANUFACTURED HOME PARK

13.5.1 Development will accommodate manufactured home parks.

13.6 CB – CENTRAL BUSINESS

13.6.1 Development will provide for the sale of goods and services.

13.6.2 Development will maintain storefront retail development on the ground floor frontage adjoining the sidewalk.

13.6.3 Other commercial and residential uses away from the ground floor frontage will be considered.

13.6.4 A western motif, at least on the front of the buildings, will be encouraged.

13.7 CBR – CENTRAL BUSINESS RESTRICTED

13.8.1 Development will provide for a variety of commercial developments that produce a minimum of wastewater.

13.8.2 A western motif, at least on the front of buildings, will be encouraged.

13.8 G-1 - GENERAL INDUSTRIAL

13.8.1 Development will maintain an area for light and medium industrial and commercial uses.

13.8.2 Non-industrial uses will be considered if they are compatible with, beneficial or generally acceptable to a light industrial business environment.

13.8.3 A western motif at least on the front of the building will be encouraged if the development is on or near Morrison Road (Hwy. 22).

13.9 P - PUBLIC-QUASI PUBLIC

13.9.1 Development will provide for parks along with complementary facilities and features.

13.9.2 Active and passive public recreation and leisure will be encouraged.

13.9.3 Development will provide for schools, community services, intensive public service and institutional uses.

13.10 UR - URBAN RESERVE

13.10.1 These lands will be left undeveloped or developed to low intensity uses to ensure their orderly transformation to a more intensive development.

13.10.2 Development will be allowed that does not prejudice the possibility of conveniently and economically subdividing and developing the area in the future to a more intensive use.

PART F

FUTURE LAND USE FOR ANNEXATION

- West Side Lagoon Land
- West Side Trailer Park Land
- North and East Side Land

14.0 FUTURE USE FOR ANNEXATION LAND

14.1 WEST SIDE LAGOON LAND

14.01.1 The Quarter Section that is currently owned by the Village SW 29-18-2 W5 has limited opportunity for construction of any buildings due to the set-back restriction from the wastewater Lagoons. It is ideal for livestock grazing, solar projects, possible greenhouse or wastewater related energy production.

14.2 WEST SIDE TRAILER PARK LAND

14.02.1 The Quarter Section that currently has Little New York Estates Mobile Home Park NE 20-18-2 W5 has limited opportunity for commercial or residential development due to the number of oil & gas structures and the setbacks required from each. The exception would be a narrow strip along the north side of Hwy 541 which could be developed into commercial or industrial land. The balance of the quarter could be used for livestock grazing, a nature park, or possible golf course.

14.3 NORTH & EAST SIDE LAND

14.03.1 The future development of residential land in the Village is to the north and east of the current boundaries. This land should be highlighted and protected in any future Inter-Municipal Development Agreements with Foothills County.

14.03.2 The land closest to the school should be zoned for residential development. The strip of land closest to Hwy should be zoned Hwy Commercial. The southern portion serviced by the Foothills Drive extension east should be zoned commercial or industrial.

PART G

FUTURE LAND USE **FOR** COMMERCIAL & INDUSTRIAL

- South of Key Drive
- Northside of Key Drive

15.0 FUTURE LAND USE FOR COMMERCIAL & INDUSTRIAL

15.1 SOUTH OF KEY DRIVE

The first lots on the north side of the property south of key drive should be reserved for commercial or industrial use, or possibly the whole of the parcel. This would preserve land for future industrial development.

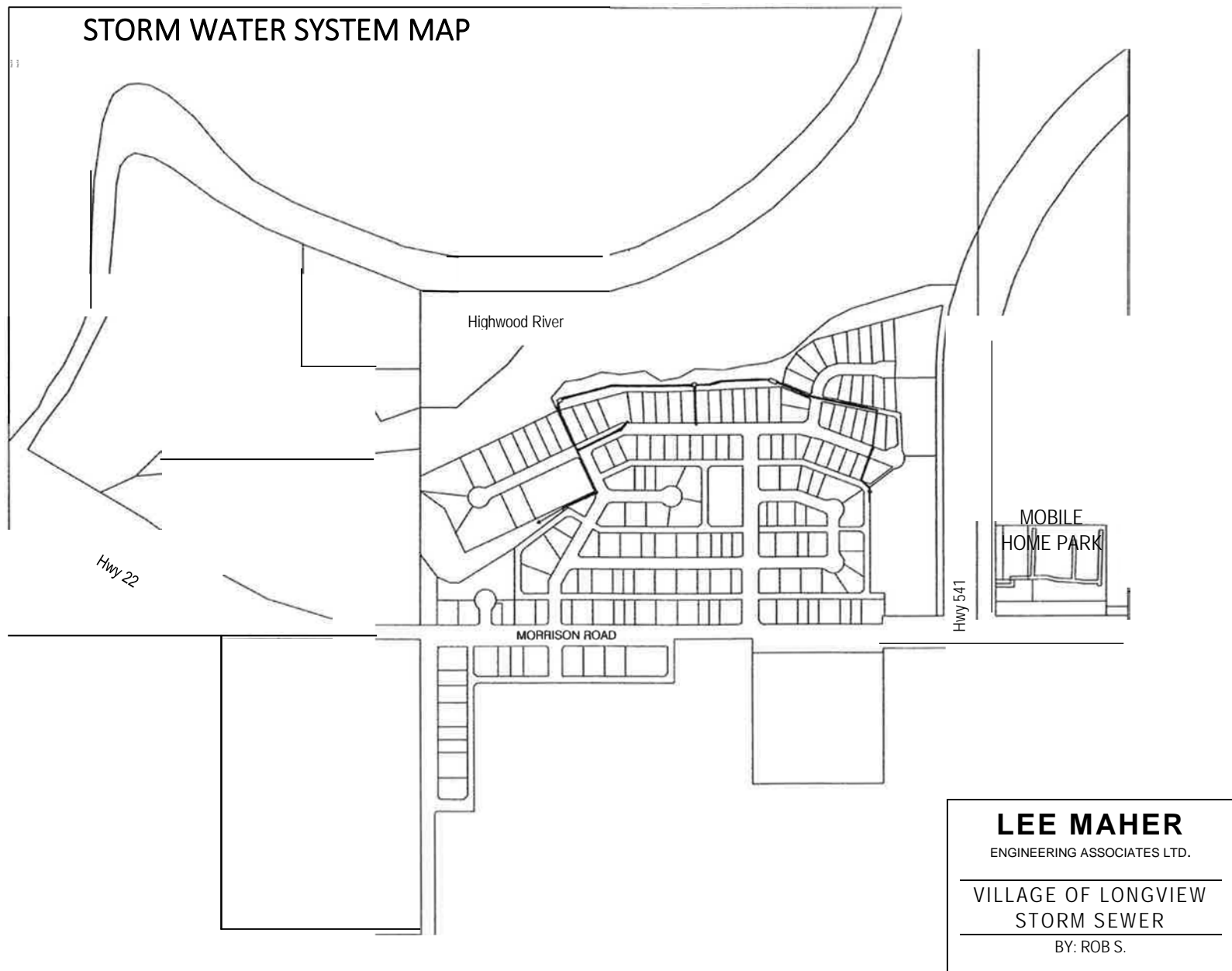
15.2 NORTHSIDE OF KEY DRIVE

Any extension of the Village along Key Drive or Hwy 22 should be reserved for Commercial or industrial use as the vehicle noise and traffic are not conducive to residential property.

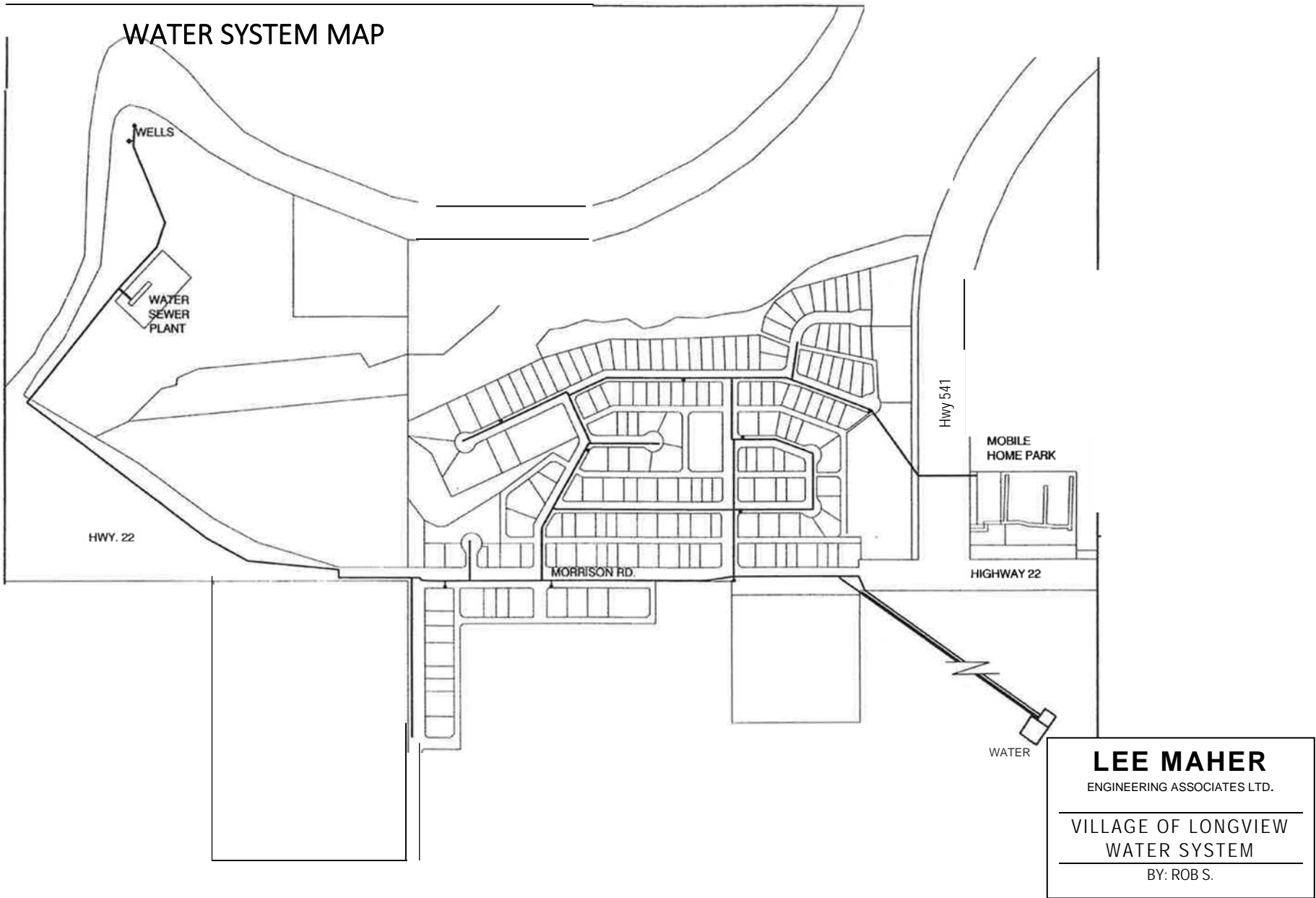
APPENDIX 1

- Map of Village Storm Water System
- Map of Village Water system

STORM WATER SYSTEM MAP

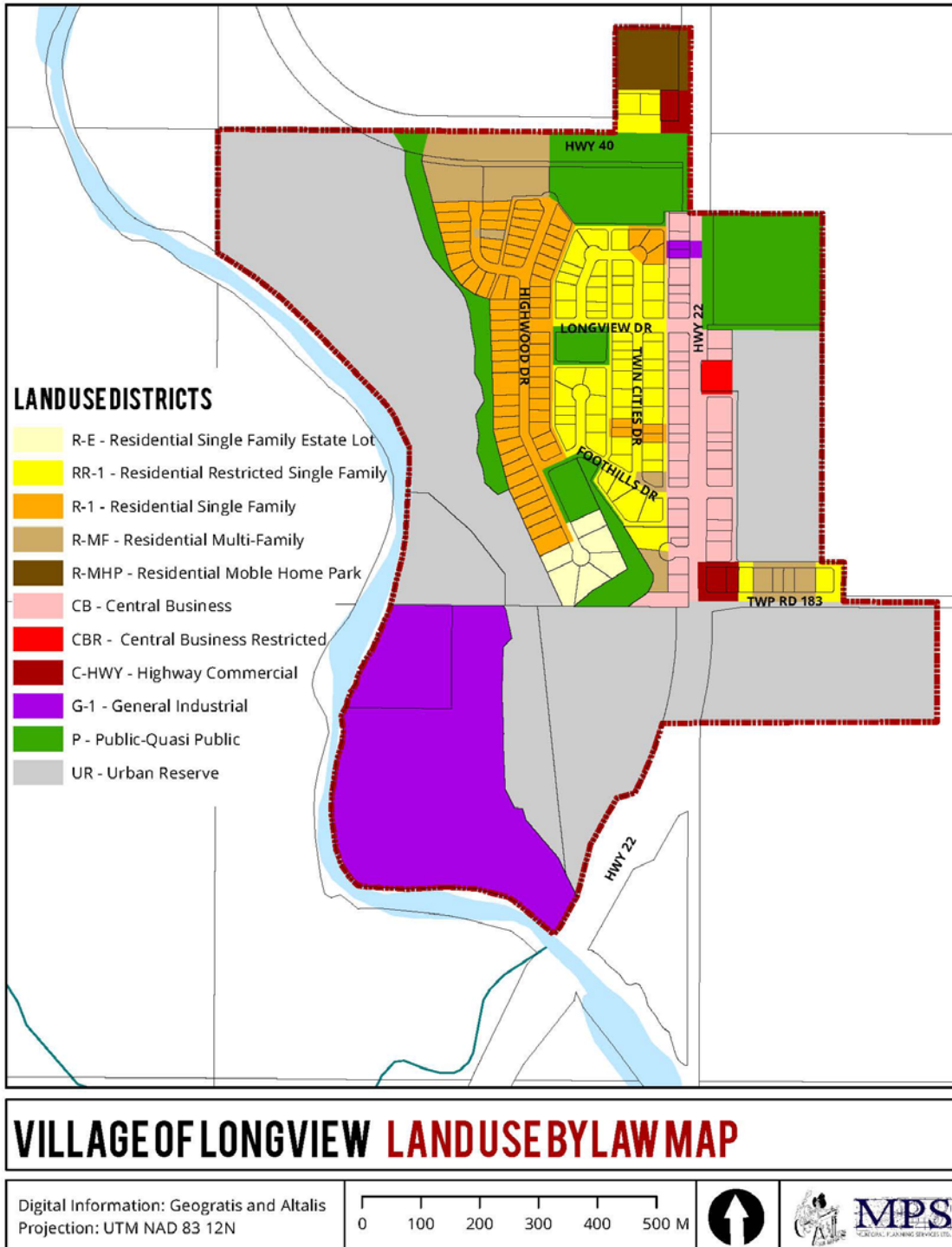


<p>LEE MAHER ENGINEERING ASSOCIATES LTD.</p>
<p>VILLAGE OF LONGVIEW STORM SEWER</p>
<p>BY: ROB S.</p>



APPENDIX 2

LAND USE DISTRICT MAP



APPENDIX 3

WEST SIDE ANNEXATION MAP



EAST SIDE ANNEXATION MAP



Imagery ©2021 CNES / Airbus, Maxar Technologies, S. Alberta MD's and Counties, Map data ©2021 100 m

Measure distance
Total area: 98,393.15 m² (1,059,095.00 ft²)
Total distance: 1.61 km (1.00 mi)

Council Approval

THIS BYLAW comes into full force and effect upon third and final reading.

UPON MOTION DULY MADE AND CARRIED a 1st Reading this 6th day of June, 2022 A.D.

PUBLIC HEARING Date: September 6, 2022

UPON MOTION DULY MADE AND CARRIED, a 2nd Reading this 20 day of September 2022 A.D.

UPON MOTION DULY MADE AND CARRIED, READ a 3rd Reading this 18 day of October 2022 A.D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



VILLAGE OF LONGVIEW
MUNICIPAL DEVELOPMENT
PLAN
2022

Approved by Council 2022

TABLE OF CONTENTS

PAGE

PART A..... 5

1.0 MUNICIPAL DEVELOPMENT PLAN..... 6

1.1 BACKGROUND..... 6

1.2 PUBLIC INPUT AND INVOLVEMENT 6

1.3 FUNCTION OF THE MUNICIPAL DEVELOPMENT PLAN 7

1.4 GUIDE TO THE PLAN 7

2.0 SETTING 8

2.1 POPULATION DEVELOPMENT..... 8

PART B..... 9

3.0 GOALS AND OBJECTIVES 10

3.1 GENERAL..... 10

3.2 GOALS AND OBJECTIVES FOR THE VILLAGE OF LONGVIEW ("THE VILLAGE")..... 10

4.0 RESIDENTS OF LONGVIEW..... 11

5.0 GOVERNMENT 11

5.1 GENERAL..... 11

6.0 NATURAL ENVIRONMENT 12

6.1 GENERAL..... 12

7.0 TRANSPORTATION AND UTILITIES..... 12

7.1 GENERAL..... 12

8.0 SERVICES..... 14

8.1 EMERGENCY SERVICES 14

8.2 COMMUNITY SERVICES 14

9.0 SUBDIVISION AND DEVELOPMENT 15

9.1 GENERAL..... 15

PART C..... 19

10.0 RECREATION AND TOURISM..... 20

10.1 GENERAL 20

11.0 INDUSTRIAL SECTOR..... 20

 11.1 GENERAL 20

PART D..... 22

 12.0 RELATIONSHIP TO THE FOOTHILLS COUNTY NO. 31..... 23

 12.1 GENERAL 23

 12.2 INTERMUNICIPAL DEVELOPMENT PLAN..... 23

PART E 24

 13.0 LAND USE DISTRICTS..... 25

 13.1 RE RESIDENTIAL – SINGLE DETACHED ESTATE..... 25

 13.2 R1 RESIDENTIAL – SINGLE DETACHED 25

 13.3 RR1 RESIDENTIAL – RESTRICTED RESIDENTIAL 25

 13.4 R-MF RESIDENTIAL – MULTI-FAMILY 25

 13.5 R-MHP RESIDENTIAL – MANUFACTURED HOME PARK 25

 13.6 CB – CENTRAL BUSINESS..... 25

 13.7 CBR – CENTRAL BUSINESS RESTRICTED 25

 13.8 G-1 - GENERAL INDUSTRIAL 26

 13.9 P - PUBLIC-QUASI PUBLIC..... 26

 13.10 UR - URBAN RESERVE..... 26

PART F 27

 14.0 FUTURE USE FOR ANNEXATION LAND 28

 14.1 WEST SIDE LAGOON LAND 28

 14.2 WEST SIDE TRAILER PARK LAND 28

 14.3 NORTH & EAST SIDE 28

PART G..... 29

 15.0 FUTURE USE FOR COMMERCIAL & INDUSTRIAL 30

 15.1 SOUTH OF KEY DRIVE 30

 15.2 NORTHSIDE OF KEY DRIVE 30

APPENDIX 1 31

STORM WATER SYSTEM MAP 32

WATER SYSTEM MAP 33

APPENDIX 2 34

 LAND USE DISTRICT MAP 34

APPENDIX 3 35

 WEST SIDE ANNEXATION MAP 35

 EAST SIDE ANNEXATION & SOUTH OF KEY DRIVE 36

Council Approval 37

PART A

BACKGROUND

- Public Input and Involvement
- Function of the Municipal Development Plan
- Guide to the Plan
- Setting
- Population Development

1.0 MUNICIPAL DEVELOPMENT PLAN

1.1 BACKGROUND

In 1995, the Province of Alberta replaced the Alberta Planning Act with the Municipal Government Act, 1995. Under this new Act, municipalities under the population of 3500 may develop a Municipal Development Plan (MDP). It was decided by the Village Council to develop such a Plan based on the development potential and strategic location of the Village. A grant was received from the Province for the development of the Municipal Development Plan.

The MDP establishes policies that will guide municipal decision-making when dealing with land-use, development, growth patterns, infrastructure, economic and environmental issues within the Village of Longview.

The preparation of the MDP was guided by the Municipal Government Act, which contains the legislative framework to establish a Municipal Development Plan.

In particular, attention was paid to Section 632(3)(a) of the Act. This Part, entitled "A Municipal Development Plan", outlines the policies that "must" be included in the MDP and policies that "may" be included. Generally, the MDP must make provisions for future land use, future growth patterns, municipal services and infrastructure dealing with adjacent municipalities. The MDP must also contain land use policies for lands adjacent to sour gas facilities and for municipal and school reserves. The policies that "may" be included generally address issues of coordinating municipal programs relating to financial and physical resources, including social and economic development.

In 2020, the province changed the MGA and required all municipalities to have a Municipal Development Plan. The Village used the previous version of the MDP to satisfy the requirement of the Statutory plan. With discussion and the initiation of an annexation it was decided to update the MDP to include these future lands.

1.2 PUBLIC INPUT AND INVOLVEMENT

The Municipal Development Plan finished in 2003 was used as a base to update the MDP. A formal public hearing was held prior to the MDP being adopted by bylaw. The MDP has been organized to be as user friendly as possible.

1.3 FUNCTION OF THE MUNICIPAL DEVELOPMENT PLAN

The purpose of this MDP is to provide guidelines and policy direction for the future growth and development of the Village of Longview. The MDP is used in conjunction with the Inter-municipal Development Plan (IDP), the Land Use Bylaw and other documents adopted by Council for the planning and management of land use. In this system, the MDP stipulates the general direction of future development and provides land use policies regarding development, while the Land Use Bylaw regulates or controls development and land use on a specific basis. It should be recognized, however, that the MDP also presents goals, objectives and policies that affect areas other than land use or land development. As such, it serves as the principal long-range planning tool for the Village.

The MDP and the Land Use Bylaw fit into the larger hierarchy of statutory planning documents under The Municipal Government Act. The main planning document at the municipal level is the Municipal Development Plan. Policies within the MDP provide direction for preparation of Land Use Bylaws (LUB), Inter-municipal Development Plans (IDP), Area Structure Plans (ASP) and Area Redevelopment Plans (ARP).

1.4 GUIDE TO THE PLAN

This Plan has been divided into five separate Parts with numbered Sections and Policies. The Parts are arranged in a hierarchy, in which each subsequent Part must conform to the applicable policies relevant to the prior Parts. For instance, a person must first apply their project to the policies in the Land Use Strategies found in Part E. Depending on the project, policies found in Part A, B, C and D would then also be applied. The italicized font throughout the document represents further clarification of the policies and are intended to be read as part of the policy. Furthermore, the appendices section of the Plan contains all relevant mapping and glossary information.

The policies contained in the various Parts of this Plan are not to be read or interpreted in isolation. Depending upon the situation, policies from all applicable Parts in the document will apply.

2.0 SETTING

The Village of Longview is situated in the foothills region of the Rocky Mountains in southwestern Alberta. Agriculture, oil and gas, and tourism are the mainstays of the economy. The area lies along Highway 22 officially known as the Cowboy Trail. Good road connections and proximity to the Rocky Mountains and Kananaskis Country have made Longview a regional tourist destination.

In recent years there has been slow but increasing pressure on the community for residential and commercial development.

2.1 POPULATION DEVELOPMENT

The Village of Longview population taken from the Statistics Canada census in 2016 shows the population to be 307. We know through growth the population at the time of writing this report is approximately 330.

Residential construction in the last couple of years has increased the population at an increasing rate with promise for the future. This construction has created a need for moved developed lots.

PART B

GOALS AND OBJECTIVES

- General
- Goals and Objectives for the Village of Longview

RESIDENTS OF LONGVIEW GOVERNMENT

- General

NATURAL ENVIRONMENT

- General

TRANSPORTATION AND UTILITIES

- General

SERVICES

- Emergency Services
- Community Services

SUBDIVISION AND DEVELOPMENT

- General

3.0 GOALS AND OBJECTIVES

3.1 GENERAL

The Village of Longview must deal with a broad range of interests such as environmental protection and tourism, recreational, residential, commercial and light industrial development.

To assist with decision-making within the Village as a whole, a set of goals and objectives have been adopted by Council, to establish the general direction for the future development in the Village of Longview.

3.2 GOALS AND OBJECTIVES FOR THE VILLAGE OF LONGVIEW ("THE VILLAGE")

- 1) To address the needs and aspirations of the residents of the Village through public participation and to keep them involved in the planning and decision-making process.
- 2) To make public facility and service expenditure decisions based on maintaining a sound long-term financial position for the Village.
- 3) To maintain an attractive social and physical environment for people living and working in the Village.
- 4) To strike an appropriate balance in the Village amongst agriculture, industry, tourism, development and the natural environment.
- 5) To ensure that the growth and development of the municipal facilities and support services are efficient and adequate to support the population and business growth in the Village.
- 6) To cooperate with our neighbour the Foothills County and other governments; municipal, provincial and federal to ensure that a coordinated approach is used in developing and protecting the Village.
- 7) To coordinate land use planning in the urban fringe areas so as to reduce the potential for urban-rural conflicts.
- 8) To provide and maintain cost effective services and infrastructure necessary to the Village.
- 9) To ensure that transportation routes within the Village are developed and maintained in an efficient, effective and safe manner.
- 10) To encourage the growth in light industrial and the commercial sectors and thereby strengthening the local economy, broadening employment opportunities and providing goods and services to the community.

4.0 RESIDENTS OF LONGVIEW

- 4.1 The overall sentiments of the residents of the Village should be recognized and their concerns met whenever possible.
- 4.2 Residents will be encouraged to participate in municipal decisions regarding subdivision and development proposals through their attendance at public hearings, committee meetings and written submissions.

5.0 GOVERNMENT

5.1 GENERAL

- 5.1.1 Cooperation with Federal, Provincial and other municipal governments is necessary to ensure that a cooperative approach is used in developing or protecting the Village of Longview.
- 5.1.2 Council will require an annual financial review and management plan, forecasting three years in advance, that identifies specific projects in:
 - i) transportation and utilities;
 - ii) emergency services;
 - iii) recreation and tourism; and
 - iv) other needs as identified by Council.

Council has established reserve funds and allocate money to those funds as part of its budgeting process, for those projects identified in its annual financial review.

- 5.1.3 No budget will be adopted in which annual expenditures exceed annual revenues. However, in the event that the Village does make expenditures due to emergencies or unforeseen circumstances, any resulting deficit will be incorporated and be made up in the following years budget.
- 5.1.4 Council may draw upon its general capital reserve to pay for major capital projects such as roadway or sewer system upgrades, but only where that expenditure is amortized over a multi-year period and the fund subsequently repaid to the Village of Longview.

6.0 NATURAL ENVIRONMENT

6.1 GENERAL

- 6.1.1 The Village will endeavour to maintain a balance amongst residential, commercial and light industrial and any other land use development issues while preserving the natural beauty of the landscape and protecting wildlife, vegetation and landforms.
- 6.1.2 Any development adjacent to watercourses that has a possibility of contaminating or polluting water will not be allowed, unless adequate mitigating measures are taken to avoid contamination or pollution.
- 6.1.3 Any major development or subdivision that is located near a watercourse may require an environmental impact assessment prior to the consideration of a subdivision or a development.
- 6.1.3 The alteration of a natural floodway is prohibited by raising the level of the land with fill, for the purpose of creating developable land for uses not normally compatible with the natural function of the floodplain is prohibited.
- This allows the Highwood River to function in a natural manner in times of high water and flooding.*
- 6.1.4 The protection or stabilization of riverbanks through the use of methods acceptable to the Village of Longview, Alberta Environment and any other affected agency will be permitted.
- 6.1.5 The natural flood control properties on the 1:100 year flood plain, as outlined in the Highwood River Flood Risk Map will be maintained.

7.0 TRANSPORTATION AND UTILITIES

7.1 GENERAL

- 7.1.1 Transportation and utilities will be developed and maintained in an efficient manner by the Village.
- 7.1.2 Any population or business growth that occurs in Longview should be matched with an equal growth in facilities and support services,
- 7.1.3 All costs associated with the dedication of right-of ways, road construction and intersection improvements for roadways as required by

the Village of Longview or Alberta Transportation relative to a development will be borne by the developer in accordance with Council policy.

- 7.1.4 With respect to the subdivision and development of land, Council will give consideration to the preparation and adoption of appropriate mechanisms for the purposes of upgrading municipal roadways and utilities.

These mechanisms should be in place to upgrade existing infrastructure, as it may be overtaxed through subdivision or development in some instances.

- 7.1.5 Whenever appropriate, the Village of Longview will circulate development proposals to providers of utility services and transportation facilities for their information and evaluation.

- 7.1.6 The Village will strive to ensure that the transportation system is safe, efficient and suitable for the intended use.

- 7.1.7 To ensure proper access, all properties will have direct access onto a public roadway. However, where existing roadways are inadequate to serve a proposed development, the Village may allow access by easement.

- 7.1.8 Roadways providing access into development areas will be dedicated public roads dedicated to the Village of Longview standards.

- 7.1.9 The developer is required to enter into an agreement that specifies the responsibilities for the construction standards, maintenance and liability of any creation or reconstruction of roads, water and sewer system and any other infrastructure resulting from the proposed development as being borne by the developer. This agreement will hold until such a time as the new road, water and sewer system and any other infrastructure is accepted by the Village of Longview.

- 7.1.10 In new subdivisions sidewalks should be provided on at least one side of the roadway.

- 7.1.11 Decisions on utility right-of-way locations should be coordinated between the respective agencies and the Village.

Various utility companies maintain rights of way through the Village of Longview. While some of these are private firms, all provide public services.

- 7.1.12 Land that can be served by an existing sewer system should be reserved for uses requiring a sewer system.
- 7.1.13 Septic tank and septic fields, holding tanks and organic wastewater treatment systems will not be allowed within the corporate limits of the Village.
- 7.1.14 The Village of Longview will develop a waste management strategic plan to evaluate its future waste disposal needs, in terms of sewage, sanitary and solid waste, in accordance with the annual financial review and management plan as set out in policy 5.1.2 of this Municipal Development Plan.
- 7.1.15 The Village supports joint municipal initiatives to address the immediate and long-term waste disposal needs of the region.

8.0 SERVICES

8.1 EMERGENCY SERVICES

- 8.1.1 The Village of Longview will work with other communities on a regional basis or locally to provide emergency services.
- 8.1.2 The level of emergency services will be managed to be constant with the three-year financial review and management plan outlined in 5.1.2 of the MDP, to ensure adequate service at a reasonable cost.
- 8.1.3 Fire prevention and fire hazards should be monitored by Council on a regular basis, to determine the adequacy of the service and regulations and to determine potential problems.

8.2 COMMUNITY SERVICES

- 8.2.1 The Village of Longview will provide locally or regionally administration, water and sewer, roads, solid waste, fire, recreation and parks and tourism.

9.0 SUBDIVISION AND DEVELOPMENT

9.1 GENERAL

9.1.1 The policies in this plan will resolve possible land use conflicts that may arise among the multiple land uses and activities where possible. The Village of Longview must maintain a balance between human development and the natural environment.

9.1.2 Any future development should be aesthetically pleasing; in that its design does not conflict with developments that are currently in place, but blends in or increases the aesthetic appeal of the overall environment. Existing developments will be encouraged to maintain or increase their current aesthetic appeal.

9.1.3 The proponent of a privately initiated development requiring significant improvements to municipal infrastructure or services will be financially responsible for the following:

All to be done to municipal standards.

- i) All studies and testing required to justify that the proposed development is suitable on the subject land;
- ii) Any new road development or upgrades as a result of the development;
- iii) The installation, upgrade or expansion of either municipal water or sewer systems required by the development;
- iv) The connections of all access-ways (including, but not limited to, roads, lanes, pedestrian pathways and trails) and municipal infrastructure to the development from public property;
- v) Fees for the review and processing of the application;
- vi) Assessment and mitigation of social and economic factors.

9.1.4 Financial responsibility for any over-sizing of improvements for roadwork, water or sewer systems, municipal infrastructure or access ways will be determined by a development agreement between the developer and the Village of Longview in accordance with the Municipal Government Act.

9.1.5 The Village of Longview may require that a development proponent assess the impact of the proposed development on the natural environment and propose measures for mitigating or reducing such

impacts. Note that the Village of Longview, through its Council may deny some development in order to preserve the natural environment.

- 9.1.6 Visual quality controls may be considered to preserve scenic vistas and integrate development with the natural landscape.
- 9.1.7 Where applicable (see Part E) Land Use Strategies, a western motif, at least on the front of buildings, will be encouraged.
- 9.1.8 At the time of subdivision, the full 10% of municipal and school reserve allowed by the Municipal Government Act may be dedicated. In making its decision on the allocation of that reserve dedication (either land, cash-in-lieu or deferment), the subdivision authority will take into account the following:
 - i) any agreement between the Village of Longview and a school division.
 - ii) recommendations from other agencies, particularly school divisions; and
 - iii) any guidance or policy regarding open spaces or recreational facilities adopted by Council.
- 9.1.9 At the time of subdivision, the subdivision authority will base its decision about environmental reserve on the following:
 - i) any recommendations from other agencies, in particular Alberta Environment; and
 - ii) any guidance or policy regarding environmental reserve that has been adopted by Council.
 - iii) The Municipal Government Act and regs.
- 9.1.10 In some instances, before subdivision or development of land is allowed, the Village of Longview may require that the proponent of the subdivision or development prepare an Area Structure Plan (ASP) at the expense of the proponent. The ASP will include the following:

An ASP is generally required for large parcels of land on which little or no development has taken place, this plan will provide direction for the Village of Longview to guide how subdivision and development of these lands might occur.

- i) site suitability;
- ii) environmental consideration and impact;
- iii) types of proposed uses;

- iv) density of population and intensity of use;
- v) impact of adjacent uses;
- vi) location of utilities;
- vii) water and sewer servicing;
- viii) fire protection;
- ix) internal road development;
- x) highway access;
- xi) development phasing; and
- xii) any other matters deemed necessary by Council.

9.1.11 To ensure uniform standards of development, municipal road standards established by the Village of Longview must be adhered to, particularly with regards to the following:

This list is not all inclusive and may be expanded to include other criteria deemed necessary by the Village of Longview.

- i) widths for roadway rights-of-way;
- ii) surface treatment for construction;
- iii) engineering standards;
- iv) intersection design;
- v) access to private properties;
- vi) signage;
- vii) line assignments in roadways; and
- viii) maintenance.

9.1.12 All developments will conform to applicable provincial and federal legislation. In particular:

- i) All developments must conform to its well and pipeline setback requirements as referred to in the Transportation and Utilities section of this document.

9.1.13 Development standards established by the Village of Longview with respect to conventional forms of development and subdivision will also apply to bareland condominiums, particularly with respect to water, sewer and roadway development.

In order to ensure that the Village of Longview is not burdened by the low standard of infrastructure if the condominium corporation ceases to exist, and Council comes under pressure to take on the responsibilities for that infrastructure, a common standard of construction throughout the community is necessary.

9.1.14 Bed and Breakfast facilities, as an accessory use within private residences, will be permitted as a home occupation, subject to the requirements of the local health unit and the Land Use Bylaw.

Bed and breakfast operations have become an alternative form of accommodation for travellers.

PART C

RECREATION AND TOURISM

- General

INDUSTRIAL SECTOR

- General

10.0 RECREATION AND TOURISM

10.1 GENERAL

- 10.1.1 The expansion of existing recreational developments and the development of new facilities will be considered.
- 10.1.2 The Village of Longview will support community-based tourism. Community-based tourism is defined as community facilities built and operated by community groups that serve the local community first but that might also serve visitors to the area.
- 10.1.3 The impact of recreation and tourism developments on the environment and on the Village should be limited.
- 10.1.4 Depending on the development's size or likely impact, the expansion of existing tourism or recreation facilities, or the development of new facilities, may require an Area Structure Plan (ASP) in accordance with the applicable policies of this plan.
- 10.1.5 Any recreational development should be of a scale and density where the impact of its proposed facilities, and the maximum amount of people that it can accommodate, can be effectively limited to the area designated for its development.
- 10.1.6 Development of an integrated trail and open space network throughout private and public developments will be encouraged.

11.0 INDUSTRIAL SECTOR

11.1 GENERAL

- 11.1.1 Development and continuation of resource extraction, processing industries and other industrial developments will be supported provided that such industries comply with applicable Provincial or Federal legislation.
- 11.1.2 Diversification and expansion of the industrial base will be supported while considering adjacent land uses and the natural environment.
- 11.1.3 New industrial developments, or expansion of existing facilities will require a plan assessing the impacts and providing mitigation measures regarding the following areas:

The plan must be to the Village of Longview 's satisfaction and comply with the applicable legislation at the time of development.

- i) transportation network;
- ii) residential, agricultural and recreational uses in the area;
- iii) environmental concerns, natural environment of the site and surrounding area; and
- iv) social and economic considerations.

11.1.4 A full Environmental Impact Assessment in accordance with Federal or Provincial requirements may be required.

11.1.5 Runoff from industrial sites will be controlled in accordance with existing Provincial legislation. The industry will conform to all Provincial air and water quality standards and guidelines.

This is to prevent contamination of any waterway or airway and to prevent a hazard to the Village.

PART D

**RELATIONSHIP TO THE FOOTHILLS COUNTY NO. 31 AND OTHER
JURISDICTIONS**

- General
- Inter-municipal Development Plan

12.0 RELATIONSHIP TO THE FOOTHILLS COUNTY NO. 31

12.1 GENERAL

- 12.1.1 The exchange of information and cooperative decision- making on matters that affect the Village of Longview will be encouraged.
- 12.1.2 The Village of Longview will participate with other levels of government as required to facilitate development.

12.2 INTERMUNICIPAL DEVELOPMENT PLAN

- 12.2.1 The Village of Longview and the Foothills County No. 31 has jointly developed a planning document called the Foothills County No. 31. Village of Longview, Inter-municipal Development Plan (See Appendix 2).
- 12.2.2 Planning issues that require input from the Foothills County No. 31 and the Village of Longview will refer to the jointly developed Inter-municipal Development Plan.

PART E

LAND USE STRATEGIES

- RE Residential – Single Detached Estate
- RR1 Residential – Restricted Residential
- R1 Residential – Single Detached
- R-MF Residential – Multi-Family
- R-MHP Residential – Manufactured Home Park
- CB – Central Business
- CBR – Central Business restricted
- C-HWY – Highway Commercial
- G-1 - General Industrial
- P - Public-Quasi Public
- UR - Urban Reserve

13.0 LAND USE DISTRICTS

13.1 RE RESIDENTIAL – SINGLE DETACHED ESTATE

13.1.1 Development will be accommodated on large lots allowing for single-detached housing.

13.1.2 Other developments compatible with low density residential development may be allowed.

13.2 R1 RESIDENTIAL – SINGLE DETACHED

13.2.1 Development will accommodate residential development in the form of single-detached housing.

13.3 RR1 RESIDENTIAL – RESTRICTED RESIDENTIAL

13.3.1 Development will be accommodated moderately low-density residential development will be allowed.

13.4 R-MF RESIDENTIAL – MULTI-FAMILY

13.4.1 Development will accommodate semi-detached and duplex houses.

13.4.2 Other developments compatible with low density residential development will be allowed.

13.5 R-MHP RESIDENTIAL – MANUFACTURED HOME PARK

13.5.1 Development will accommodate manufactured home parks.

13.6 CB – CENTRAL BUSINESS

13.6.1 Development will provide for the sale of goods and services.

13.6.2 Development will maintain storefront retail development on the ground floor frontage adjoining the sidewalk.

13.6.3 Other commercial and residential uses away from the ground floor frontage will be considered.

13.6.4 A western motif, at least on the front of the buildings, will be encouraged.

13.7 CBR – CENTRAL BUSINESS RESTRICTED

13.8.1 Development will provide for a variety of commercial developments that produce a minimum of wastewater.

13.8.2 A western motif, at least on the front of buildings, will be encouraged.

13.8 G-1 - GENERAL INDUSTRIAL

13.8.1 Development will maintain an area for light and medium industrial and commercial uses.

13.8.2 Non-industrial uses will be considered if they are compatible with, beneficial or generally acceptable to a light industrial business environment.

13.8.3 A western motif at least on the front of the building will be encouraged if the development is on or near Morrison Road (Hwy. 22).

13.9 P - PUBLIC-QUASI PUBLIC

13.9.1 Development will provide for parks along with complementary facilities and features.

13.9.2 Active and passive public recreation and leisure will be encouraged.

13.9.3 Development will provide for schools, community services, intensive public service and institutional uses.

13.10 UR - URBAN RESERVE

13.10.1 These lands will be left undeveloped or developed to low intensity uses to ensure their orderly transformation to a more intensive development.

13.10.2 Development will be allowed that does not prejudice the possibility of conveniently and economically subdividing and developing the area in the future to a more intensive use.

PART F

FUTURE LAND USE FOR ANNEXATION

- West Side Lagoon Quarter
- West Side Trailer Park Quarter
- North and East Side Land
- South of Key Drive

14.0 FUTURE USE FOR ANNEXATION LAND

14.1 WEST SIDE LAGOON LAND

14.01.1 The Quarter Section that is currently owned by the Village SW 29-18-2 W5 has limited opportunity for construction of any buildings due to the set-back restriction from the wastewater Lagoons. It is ideal for livestock grazing, solar projects, possible greenhouse or wastewater related energy production.

14.2 WEST SIDE TRAILER PARK LAND

14.02.1 The Quarter Section that currently has Little New York Estates Mobile Home Park NE 20-18-2 W5 has limited opportunity for commercial or residential development due to the number of oil & gas structures and the setbacks required from each. The exception would be a narrow strip along the north side of Hwy 541 which could be developed into commercial or industrial land. The balance of the quarter could be used for livestock grazing, a nature park, or possible golf course.

14.3 NORTH & EAST SIDE

14.03.1 The future development of residential land in the Village is to the north and east of the current boundaries. This land should be highlighted and protected in any future Inter-Municipal Development Agreements with Foothills County.

14.03.2 The land closest to the school should be zoned for residential development. The strip of land closest to Hwy should be zoned Hwy Commercial. The southern portion serviced by the Foothills Drive extension east should be zone commercial or industrial.

PART G

FUTURE LAND USE COMMERCIAL INDUSTRIAL

- South of Key Drive

15.0 FUTURE USE FOR COMMERCIAL & INDUSTRIAL

15.1 SOUTH OF KEY DRIVE

The first lots on the north side of the property south of key drive should be reserved for commercial or industrial use, or possibly the whole of the parcel. This would preserve land for future industrial development.

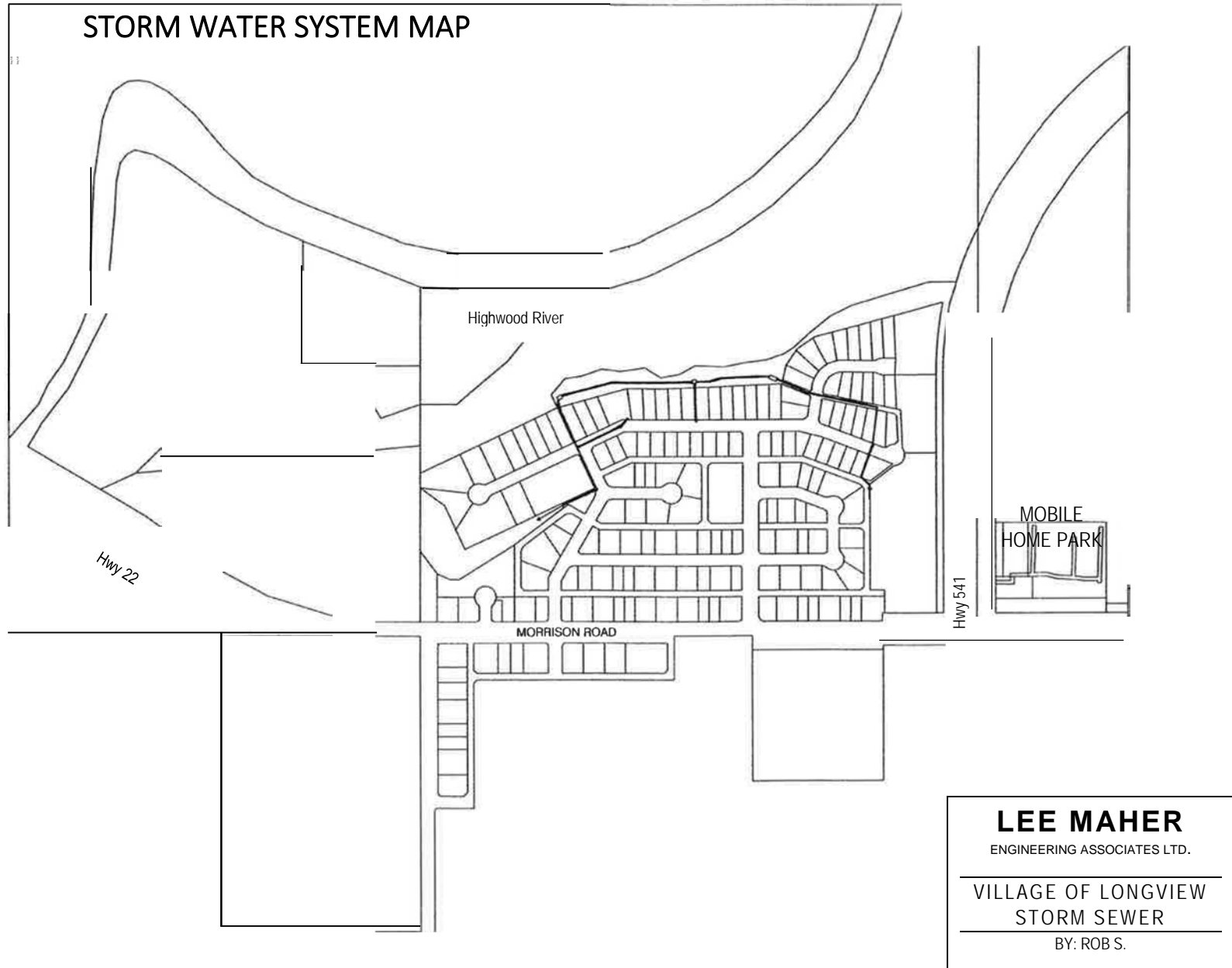
15.2 NORTHSIDE OF KEY DRIVE

Any extension of the Village along Key Drive or Hwy 22 should be reserved for Commercial or industries use as the vehicle noise and traffic are not conducive to residential property.

APPENDIX 1

- Map of Village Storm Water System
- Map of Village Water system

STORM WATER SYSTEM MAP

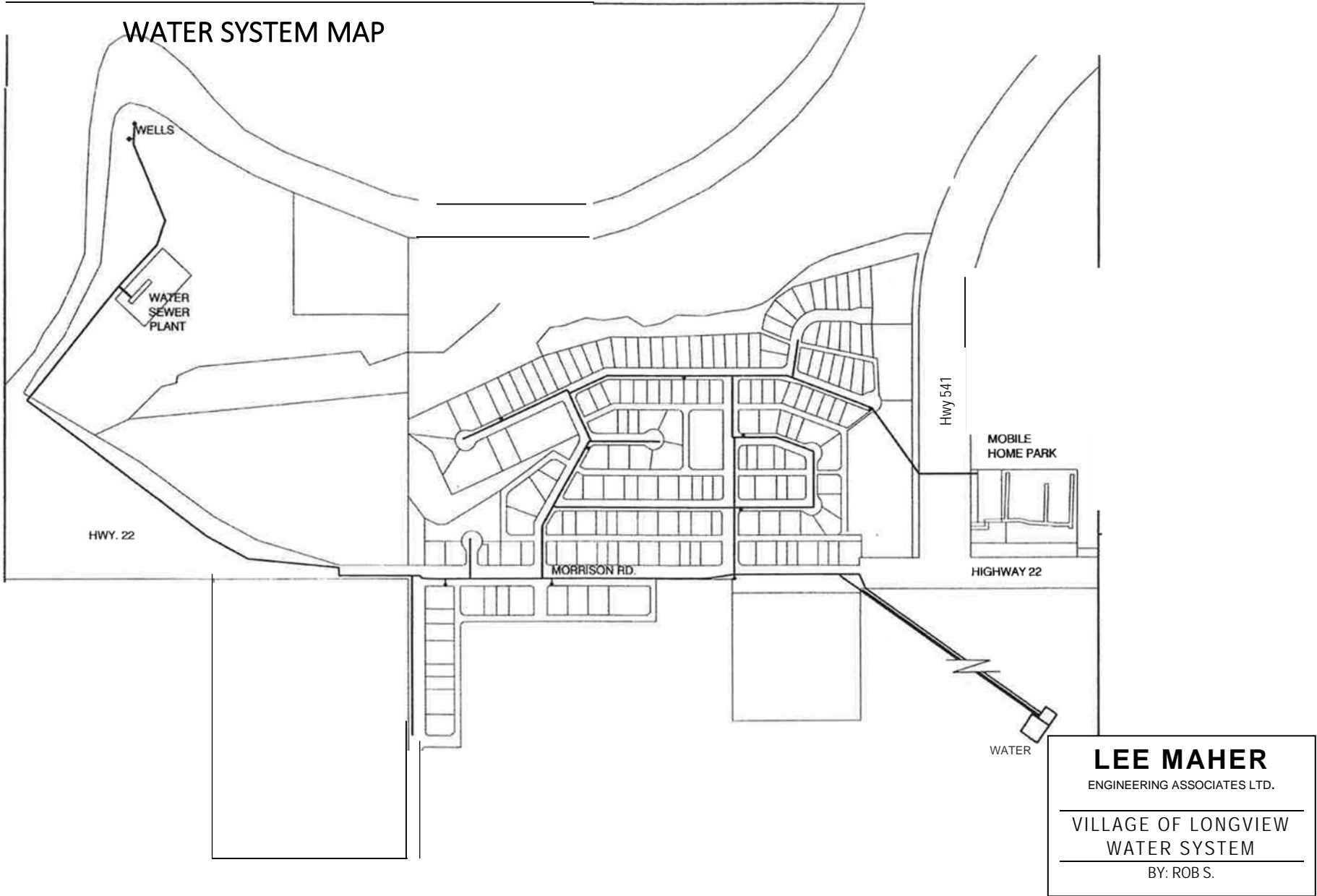


LEE MAHER

ENGINEERING ASSOCIATES LTD.

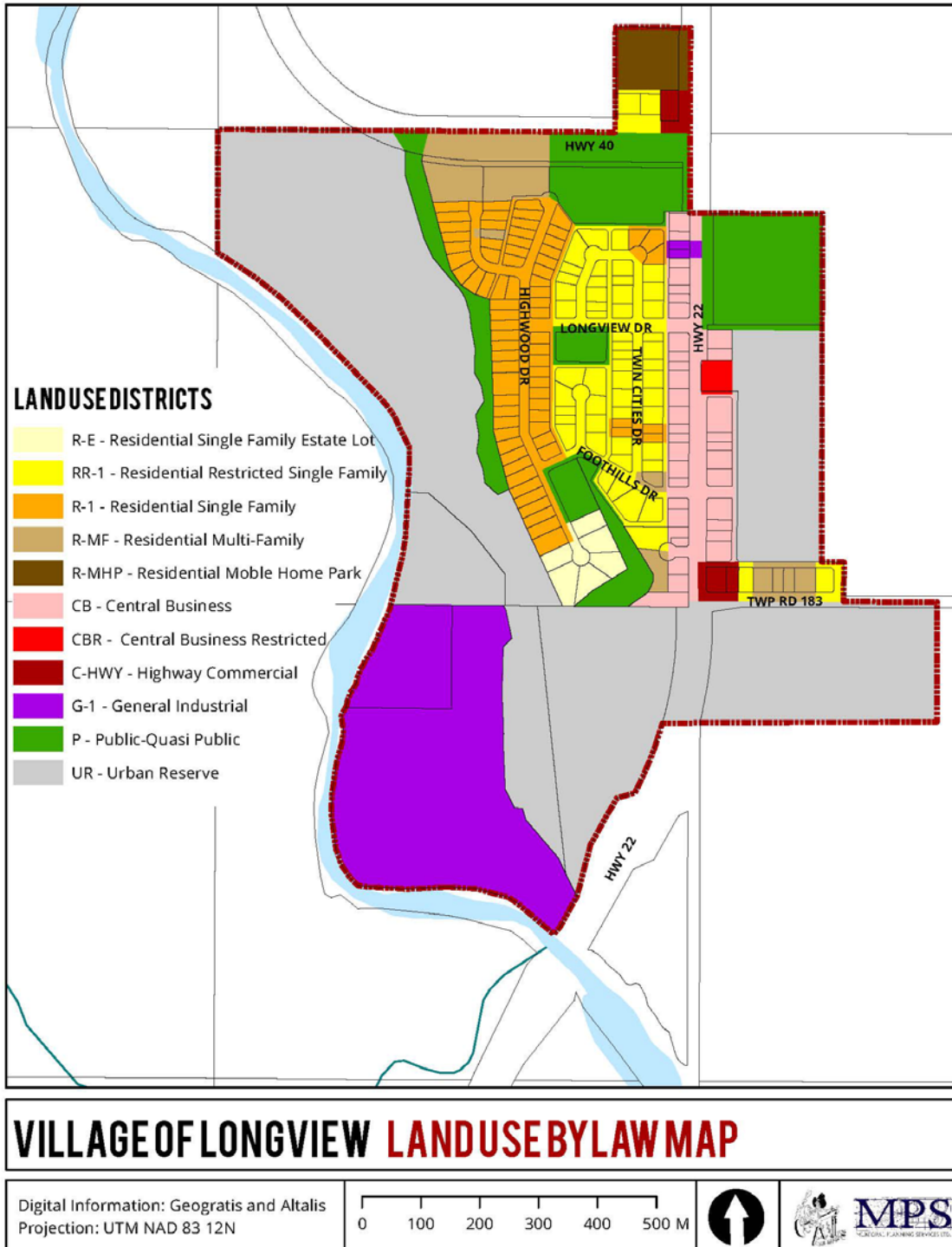
VILLAGE OF LONGVIEW
STORM SEWER

BY: ROB S.



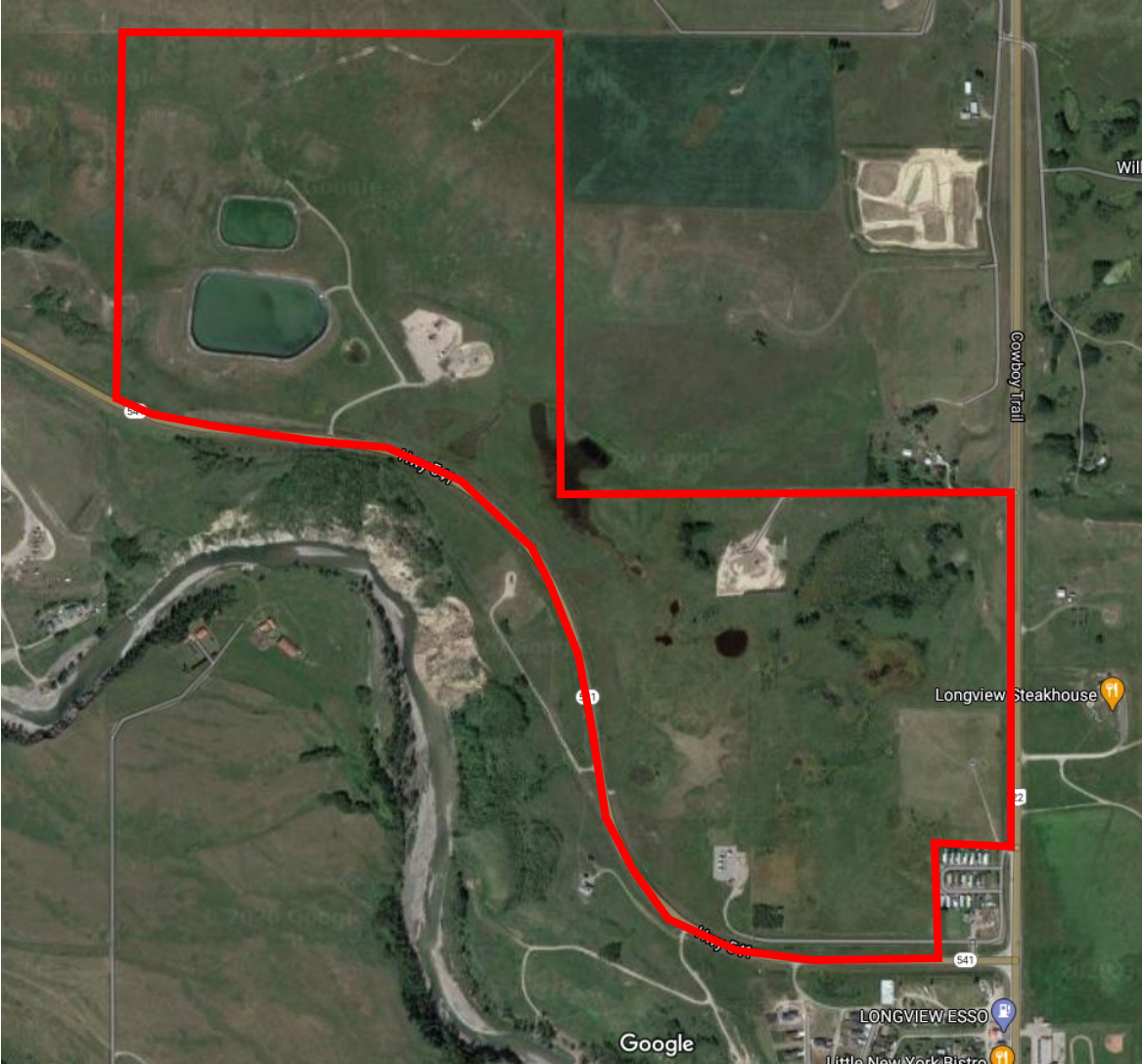
APPENDIX 2

LAND USE DISTRICT MAP



APPENDIX 3

WEST SIDE ANNEXATION MAP



EAST SIDE ANNEXATION



Imagery ©2021 CNES / Airbus, Maxar Technologies, S. Alberta MD's and Counties, Map data ©2021 100 m

Measure distance
Total area: 98,393.15 m² (1,059,095.00 ft²)
Total distance: 1.61 km (1.00 mi)

Council Approval

THIS BYLAW comes into full force and effect upon third and final reading.

UPON MOTION DULY MADE AND CARRIED a 1st Reading this 6th day of June, 2022 A.D.

PUBLIC HEARING Date: September 6, 2022

UPON MOTION DULY MADE AND CARRIED, a 2nd Reading this 20 day of September 2022 A.D.

UPON MOTION DULY MADE AND CARRIED, READ a 3rd Reading this __ day of October 2022 A.D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER